Special Event Council Request

Event Type: Check all that apply
Community Event
Fireworks
Parade
Festival
Fundraiser
Other:
Event Name:
Ford Fest
Event Date & Time
June 22 2024
Location/Route:
Rochelle Airport Grass Area

Contact Name & Organization:

Dwayne Rangel

Contact Phone:

815-501-1205

Contact E-Mail:

www.dwaynergl@yahoo.com

Alcoholic Beverages

To serve alcoholic beverages at an event, a one-day license must be obtained from the City of Rochelle AND the State of Illinois.

Special Event Liquor Checklist

Will alcoholic beverages be served or sold at the event? *

Served/Sold

Neither

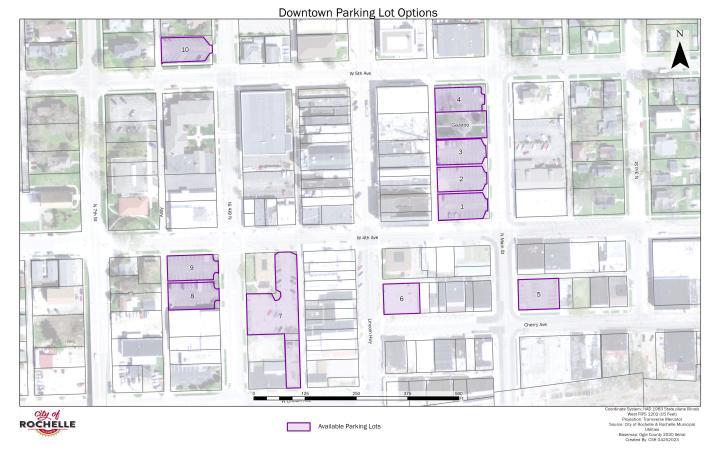
Name of business/organization providing alcohol:

none

6/	4, 8:28 AM Special Event Council Request
	How will area where alcohol is served be contained and what security and ID measures will be taken?
	If serving alcohol off premises of an establishment, complete required special event application for liquor sales and submit fee separately.
	Water & Electricity Electricity is available for Downtown Events at the Gazebo or Page Park. Please indicate if you intend to use:
	 Page Park Gazebo Electricity not required/Utilizing different location
	A water connection is available at the Downtown Gazebo. Would you like water available for the event?

Street & Parking Lot Closures

Are parking lot closures requested?	
O Yes	
No No	
Downtown Parking Lots	



If so, which parking lots?
Spirited Square - Lot 1
Spirited Square - Lot 2
Spirited Square - Lot 3
Spirited Square - Lot 4
Downtown Lot - Cherry & Main Street (gravel lot)
Downtown Lot - Lincoln Highway & Cherry Avenue (RMU)
Downtown Lot - 4th Avenue & North Sixth Street - Lot 1
Downtown Lot - 4th Avenue & North Sixth Street - Lot 2
Downtown Lot - 4th Avenue & Museum Alley
Downtown Lot - 300 Block of North 6th Street
Downtown Lot - 5th Avenue & 6th Street
Is a street closure requested?

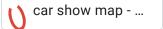
O Yes

🖲 No

What intersections and/or streets are requested to be closed?

none

Please upload a site drawing. Include barricade and street closure locations. *



Event Coordinators must agree to the following:

Please agree to the following: *



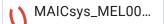
Agree to display Human Trafficking Victim Information Sheet as required by State law



Event coordinators are responsible for cleanup and trash disposal after events. I agree that a cleaning fee of \$500 may be assessed if extensive cleanup is required.

Insurance

REQUIRED Please upload Certificate of Insurance. Events on City property (including streets, parking lots, etc.) require a Certificate of Insurance for approval. Copy of Proof of Insurance naming the "City of Rochelle" as an additional insured including name and date of the event in the amount of \$1,000,000.00 in general liability, and if alcoholic liquor will be served/sold, liquor liability in the amount of \$1,000,000.00.



For Carnivals Only: Upload a Certificate of insurance showing proof of worker's comp and one with general liability

This content is neither created nor endorsed by Google.

