



Special Event Application Form

Return completed form to Roscoe Police Department \* 10595 Main St. \* PO Box 312 \* Roscoe, IL 61073

[X] Assembly [ ] Block Party [ ] Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

mud Volleyball, Keep northern Illinois Beautiful

Nature of Event:

Tournament fundraiser for Keep northern Illinois Beautiful

Location of Event: River Park, Roscoe, IL Projected Attendance: 2500

Address of Organizer: 4665 Hydraulic Rd. Phone Number: 815-637-1343 Rockford, IL 61109

Event Date(s): August 3, 2024

Event Hours: 8:00 AM (am/pm) until 8:00 PM (am/pm)

Setup/Assembly Date: 8/31, 8/1, 8/2 Start Time: 3:00 am/pm

Dismantle Date: 8/3/24 am/pm Completion Time: Sunday 8/4/24 am/pm

Please describe, in specific details, the scope of your setup/assembly work: (submit separate document if necessary)

Setup - Rotational Courts, Setup nets + Poles, Attach + Put up Sponsor Signs, Put up Tents, Tables + Chairs for Volunteer registration Tent, Score Keeping + medical, HAVE Porta Potties, garbage + recycle bins placed - Setup Shower + Pump for watering The Courts

- Will this event require use of fireworks? [ ] Yes [X] No
Will this event require street closures [ ] Yes [X] No
Will alcohol be served? [X] Yes [ ] No
Will signage be posted? [X] Yes [ ] No
Will food be served? [X] Yes [ ] No

If answering yes to any of the above, please provide separate individual permit applications forms as outlined in the Special Event Guidelines and Checklist documents

Phone: (815) 623-7338 \* Fax: (815) 623-7254 \* Email: shawley7894@roscoepolice.com



Special Event Application Form

Who is your point of contact for this event? (must be available during entire duration of event)

Name: Pamela Osborne Phone Number: 279-210-8655
Email: PAM@Knib.org

Additional Comments:

Additional Contact - Steve Lindsay 815-979-2073
Steve@knib.org

Applicant Signature:

Pamela Osborne

Date:

3/11/24

Return completed application to: Roscoe Police Department
10595 Main Street
Roscoe, Illinois 61073
shawley7894@roscoepolice.com

OFFICIAL USE ONLY

Date Filed:

Police Department: Signature Date

Village Board: (if necessary) Signature Date

Application Fee Paid: \$100 Special Event: Neighborhood Garage Sale
\$50 Special Event: Assembly
\$25 Special Event: Block Party

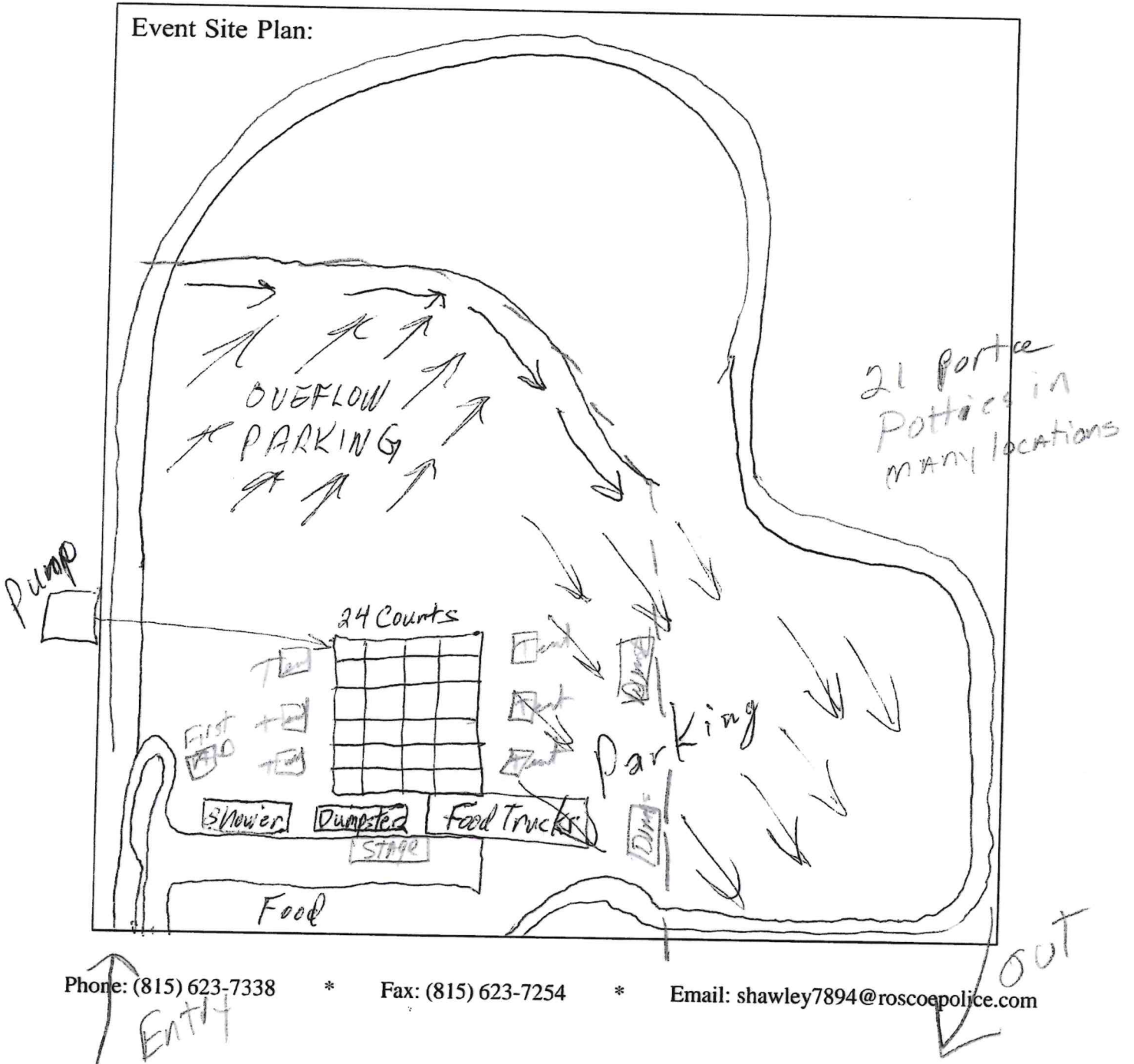
Cc: Public Works, Zoning, HRFPD, WCBD

Receipt

Special Event  
 Site Plan Exhibit

Please provide a site plan depicting the location of the proposed event, as well all applicable items identified in the Application Checklist. An aerial photograph of the event location will be provided by Village upon request for use by applicant.

Event Site Plan:



Phone: (815) 623-7338

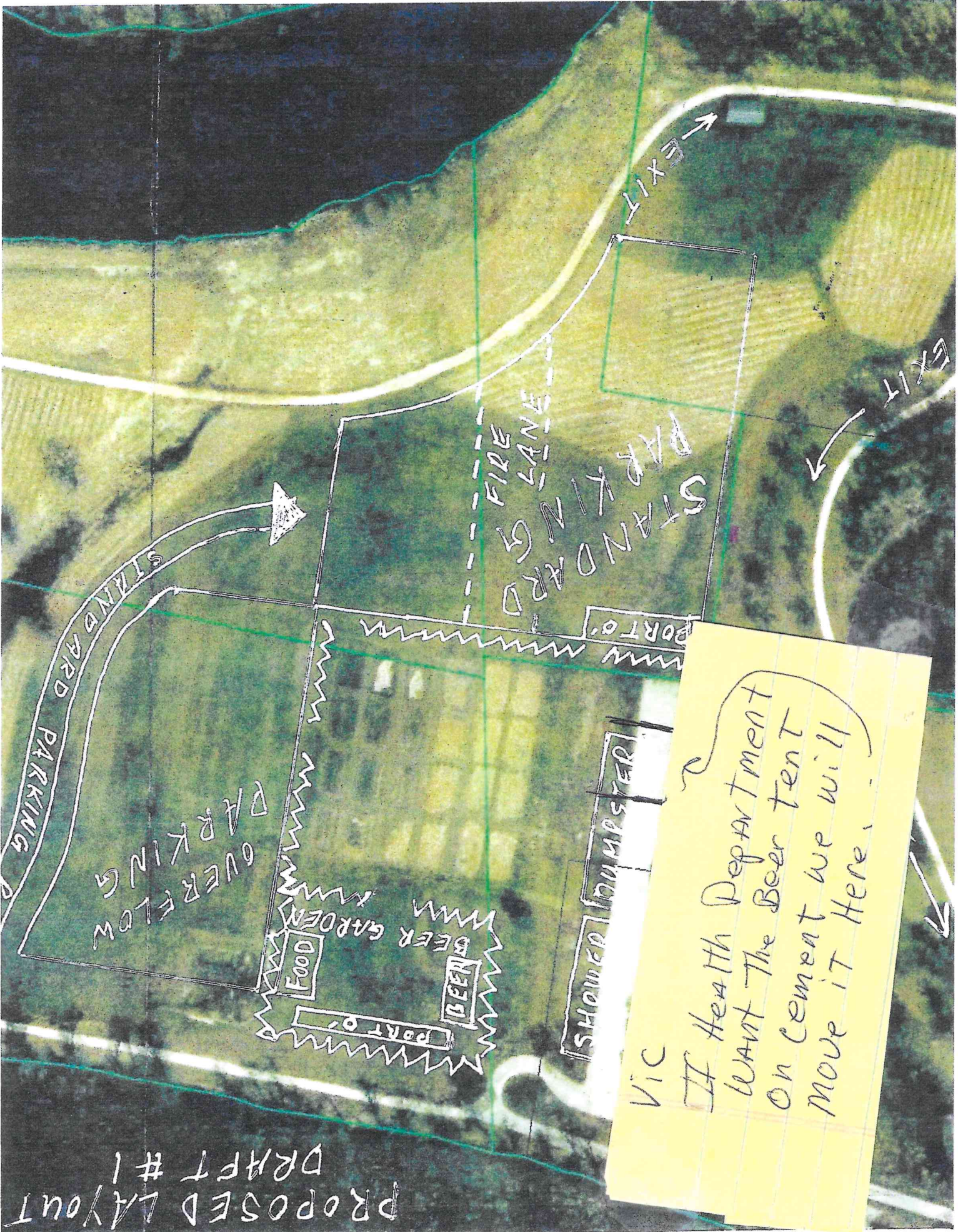
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Fax: (815) 623-7254

\*

Email: shawley7894@roscoepolice.com

PROPOSED LAYOUT  
DRAFT #1



Vic  
If Health Department  
Want The Beer tent  
On cement we will  
move it Here.



**Special Event  
Hold Harmless Agreement**

I, Pamela Osborne indemnify and hold the Village of Roscoe harmless against any and all liability and expenses whatsoever, for bodily injury or death, including without limitation injury or death to agents, employees, servants or volunteers of the applicant(s) that may be casually related to any act of ordinary negligence, intentional, willful or wanton misconduct and any such claim, loss or injury arising out of participation with the event

known as mud Volleyball

to be held August 3, 2024

Signed this 11 day of March, 20 24

Pamela Osborne  
Name

41665 Hydraulic Rd, Rockford, IL 61109  
Address

Pamela Osborne  
Signature

\_\_\_\_\_  
Witness