



Special Event  
Application Form

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

☐ Assembly ☒ Block Party ☐ Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

Roscoe Police Department

Nature of Event:

National Night Out

Location of Event: Main Street (Bridge St. to Firehouse Pub) Projected Attendance: 2,000

Address of Organizer: 10595 Main Street Phone Number: 815-623-7338

Event Date(s): 8/5/2025

Event Hours: 6pm ~~am/pm~~ until 8pm ~~am/pm~~

Setup/Assembly Date: 8/5/2025 Start Time: 4pm ~~am/pm~~

Dismantle Date: 8/5/2025 ~~am/pm~~ Completion Time: 9pm ~~am/pm~~

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

Close road at 4pm. Set-up police display, give away tables, kids games, vendors set up,  
fire truck w/ large flag on Main St, park antique cars, picnic tables, trash cans,  
portable bathrooms, etc. Event starts at 6pm. Event ends at 8pm. Tear down.

Road re-opens by 9pm.

Will this event require use of fireworks?

☐ Yes

☒ No

Will this event require street closures

☒ Yes

☐ No

Will alcohol be served?

☐ Yes

☒ No

Will signage be posted?

☒ Yes

☐ No

Will food be served?

☒ 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) 623-2829 \* Fax: (815) 623-1360 \* Email: [permits@villageofroscoe.com](mailto:permits@villageofroscoe.com)



## Special Event Application Form

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

Name: Aaron Weber Phone Number: [REDACTED]  
Email: aweber7890@roscoeil.gov

Additional Comments:

See attached map for barricade locations.

A [REDACTED]

Date:

6-3-25

Return completed application to: Roscoe Village Hall  
10631 Main Street  
Roscoe, Illinois 61073  
permits@villageofroscoe.com

### OFFICIAL USE ONLY

Date Filed: 6-4-2025

Village Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

Village Board (if necessary): \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

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

                      
Receipt

Cc: Police Department, Public Works, Zoning, HRFPD, WCHD

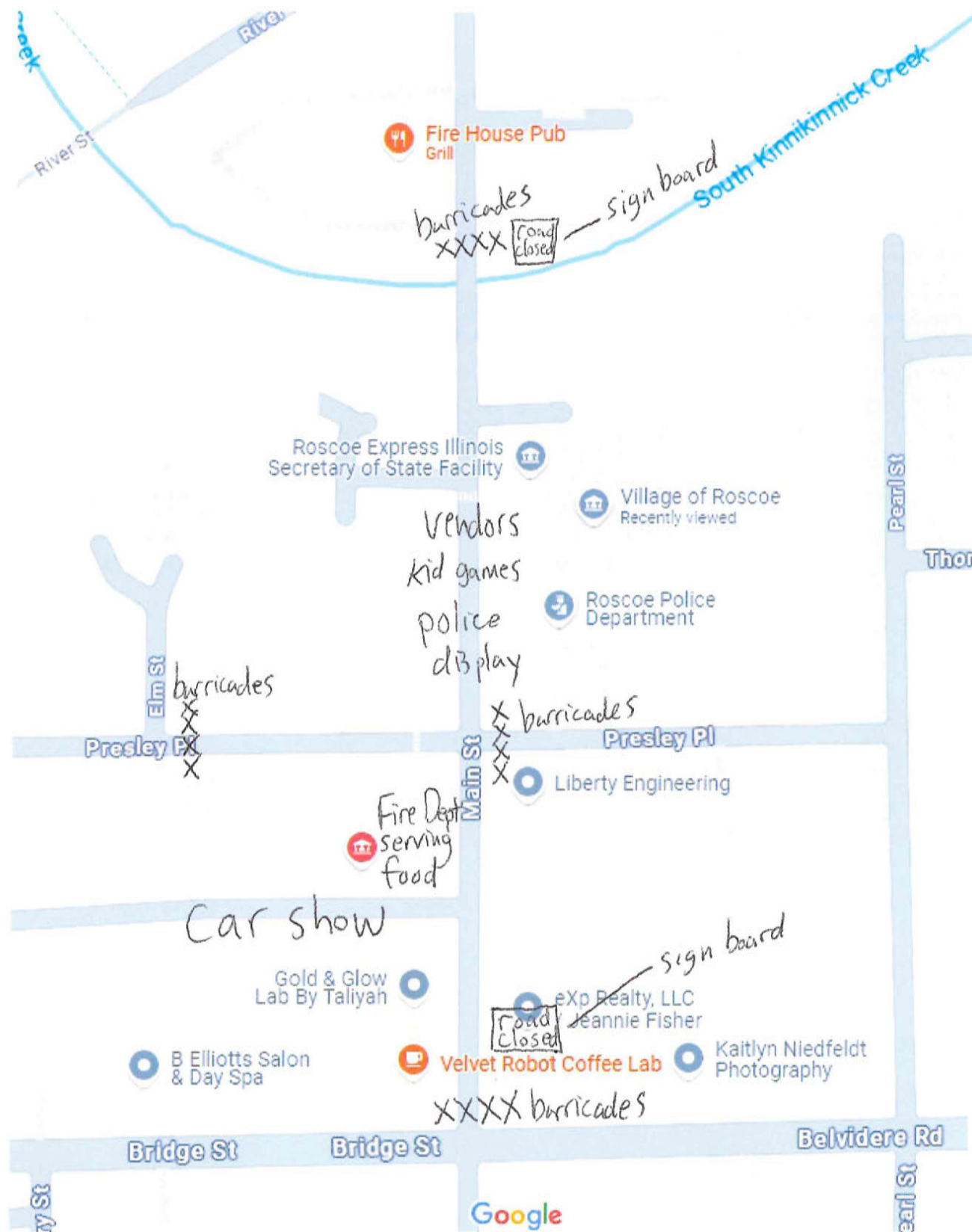


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Special Event  
Site Plan Exhibit

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: *See attached map.*



National Night Out 2025  
8-5-25 6p-8p



Special Event  
Hold Harmless Agreement

I, Aaron Weber 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 National Night Out  
to be held Main St (Bridge St to Firehouse Pub)

Signed this 3 day of June, 2025

Aaron Weber  
Name  
10595 Main St Roscoe, IL 61073

Signature

Witness