



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:

Roscoe Community Market presented by Stateline Events

Nature of Event:

Community Market

Location of Event: Liberty Lot Projected Attendance: 50pl

Address of Organizer: 5761 Flagler Dr. Roscoe Phone Number: 7793021462

Event Date(s): 5/3 5/17 6/7 6/21 7/12 7/26 8/9 8/23 9/13 9/27

Event Hours: 11am am/pm until 3pm am/pm

Setup/Assembly Date: each morning of event Start Time: 9am am/pm

Dismantle Date: end of each date am/pm Completion Time: 5pm (prob sooner) am/pm

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

Each vendor brings their own set up including tents weights and tables/chairs they are required to set up and tear down and sell thier products

Two food trucks will be stationed along the road and are required to bring their own equipement including generators

Will this event require use of fireworks?

[ ] Yes

[X] No

Will this event require street closures

[ ] Yes

[X] No

Will alcohol be served?

[ ] Yes

[X] No

Will signage be posted?

[X] Yes

[ ] No

Banner week of event

Will food be served?

[X] Yes

[ ] No

Food Trucks

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



Special Event  
Application Form

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

Name: Stacy Moore Phone Number: [REDACTED]  
Email: statlineevents@gmail.com

Additional Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Signature:

[REDACTED]

Date:

01/22/2026

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

OFFICIAL USE ONLY

Date Filed: 1-26-2026

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

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

\_\_\_\_\_  
Receipt



Special Event  
Hold Harmless Agreement

I, Stacy Moore dba Stateline Events 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 Roscoe Community Market

to be held Liberty Lot

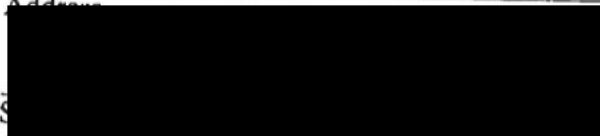
Signed this 22 day of January, 2026

Stacy Moore

Name

5761 Flagler Dr. Roscoe

Address



Witness

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.

