REQUEST FOR PRIVATE EVENT DATE HOLD
Town of Ocean City, Maryland

NON-REFUNDABLE **APPLICATION FEE:** **For-Profit Promoters - $40.00**
Non-Profit Organizations - $15.00

RETURN APPLICATION TO: Private Events Coordinator
Town of Ocean City, Recreation & Parks
200 125th Street, Ocean City, Maryland 21842

This is a request for a date hold and is not an application for special event, nor a permit of use. No guarantee of availability or use is made or implied by the acceptance of the request and fee.

The Mayor and City Council will only grant consideration of date holds to events that have been held previously in Ocean City.

This application must be completed and forwarded to the Private Events Coordinator no sooner than two (2) years prior to the requested event for City Council consideration. An official Private Event Application must be completed and submitted within the designated one (1) year time frame for event approval to be granted.

Any event date can be changed or canceled at the direction of the Mayor and City Council if the approved event interferes with Public Works project(s) or any other governmental function.

1. Title of Previous Event in Ocean City:_____
2. Year Previous Event was held:_____
3. Title of upcoming event:_____
4. Requested date(s) of event:_____
5. Requested times of event:_____
6. Hours of which permit is desired (include set-up and clean up): _____

_____

7. Location (Describe area in which event shall be contained; be specific as to how much area will be used, etc.): _____

_____

8. Applicant's name and organization representing: _____

_____

9. Mailing Address: _____
10. Work Phone: _____ Cell Phone: _____ Home Phone: _____ E-Mail: _____
11. If organization is non-profit, list non-profit classification and identification number:_____

_____

APPLICANT'S SIGNATURE: _____ ***DATE***_____

Approved by Town Council March 21, 2011