

Village of St. Louis Event Application

Any organization wishing to host an event utilizing any Village of St. Louis venue or facility must complete this event application with the Village Office at least one week prior to hosting the event.

This event application is required for events hosted at the St. Louis Rodeo Grounds, St. Louis Ball Diamonds, St. Louis Lions Park, St. Louis Buffalo Park, St. Louis Curling Rink, St. Louis Skating Rink and St. Louis Community Hall.

(St. Louis Curling Club initiated events, such as bonspiels; do not need to complete an event application. St. Louis Minor Hockey tournaments do not need to complete an event application.)

Name of event: _____

Name of host organization or person: _____

Contact person: _____

Telephone number: _____

Description of event: _____

Date(s) of event: _____

Hours of event: _____

Village venues and /or facilities being utilized: _____

Reason for event (fundraiser, etc.): _____

Services being provided (food, beverage, etc.): _____

Is a liquor permit required? _____

Anticipated number of participants: _____

Anticipated number of volunteers/workers: _____

Anticipated number of spectators: _____

Are there adequate washroom and waste disposal services provided? _____

Does the event require the convener or host to have insurance? _____ If yes, please provide copy of such with this application.

Does the convener or host have an emergency plan in place should an emergency situation arise? _____ Yes _____ No

If yes, please provide details or a copy of the plan: _____

Please provide details of an after event site clean-up plan: _____

Additional information: _____

A refundable deposit of \$100 / day is required for events hosted at the St. Louis Rodeo Grounds, St. Louis Ball Diamonds, St. Louis Lions Park or St. Louis Buffalo Park. This deposit is held for cleaning purposes and is returned to the hosts at conclusion of the event, provided the site is cleaned to the satisfaction of Village Council.

Date of application: _____ Signed: _____