



Special Event Permit Number \_\_\_\_\_  
Application \_\_\_\_\_

**VILLAGE OF ALGONQUIN  
COMMUNITY DEVELOPMENT DEPARTMENT  
SEASONAL/SPECIAL EVENT PERMIT APPLICATION**

Application is hereby made for a permit to conduct a Seasonal/Special Event

Date(s) of the event \_\_\_\_\_  
Location of Event \_\_\_\_\_  
Name of Applicant \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_

PROPERTY OWNERS SIGNATURE OF PERMISSION \_\_\_\_\_  
(required)

Attach or indicate below site plan, a time schedule for set-up and clean up, a time schedule for the actual event, parking & lighting plan, and please indicate ingress, egress, and traffic control, and indicate any tent location(s) and fencing.

The undersigned certifies that the statements in this application are true and correct and that all work done under the proposed permit will conform to the requirements of the Village of Algonquin Zoning Ordinance and all other Village Ordinances.

Tent Erector \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_

No error or omission in either plans or application, whether said plans or application has been approved by the Community Development or not, shall permit or relieve the applicant from conducting this event in any other manner that provided for in all the ordinances of the Village of Algonquin relating thereto. The applicant having prepared and read this application and fully understanding the intent thereof declares that the statements made are true to the best of his/her ability, knowledge and belief. No refund of permit fees shall be issued.

\_\_\_\_\_  
Signature of Applicant

Mention PERMIT NUMBER AND ADDRESS when requesting inspection. Phone 847-658-2700 (Option 3)  
Fax 84 7-658-2631

SEASONAL EVENT FEE \_\_\_\_\_  
ELECTRIC FEE \_\_\_\_\_  
TOTAL PERMIT FEE \_\_\_\_\_  
DATE ISSUED \_\_\_\_\_  
TEMPORARY PERMIT EXPIRES ON \_\_\_\_\_

\_\_\_\_\_  
Building Commissioner