



## City Support / Sponsorship Application

**\*Complete and return this application to the City of Odessa Parks and Recreation Department fourteen (14) days prior to the scheduled event \***

If any of the following conditions are applicable to your event you must contact the Odessa Police Department and obtain a Special Events Permit pursuant to Article 1-15 of the City Code:

- An event on public property that will cause an interruption of traffic, including but not limited to the closing of a city street, the direction of traffic or the posting of safety signs or devices.
- Use of loudspeakers, sound amplifiers or musical instruments which will create excessive or unreasonable noise.
- An event that will include a fireworks display.
- A circus or carnival not within a permanent building or on government-owned property.
- A Special Event Parade (as defined by City Ordinance).

Today's Date:	
APPLICANT INFORMATION	
Applicant's NAME:	
ADDRESS:	
PHONE number:	
EMAIL:	
Host Organization (if applicable)	Non-profit Event: (yes/no) circle
Event Name:	
Event Date(s):	
Event Location(s):	

Event Purpose/ Mission:
Description of event: (please be as detailed as possible)
Estimated total attendance:
Detail type of support / sponsorship requested from City, including park facilities, labor, materials and equipment:
Describe in detail the overall benefit of the event to the Citizens of Odessa, and how it benefits the City of Odessa to cosponsor this event:

By signing below, I acknowledge that I am authorized to sign this application; I have read and agree to abide by the City Support / Sponsorship Policy & Procedures which are attached hereto. I understand that this application is subject to City review and approval.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Sponsoring Organization

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title