

APPLICATION FOR EVENT PERMIT AND ROAD CLOSURE

1. Application form must be accompanied with a fee of Three Hundred Dollars (\$300.00) to defray the cost of the setup of the road closed, and detour signage.

2. A certificate of liability insurance in the amount of \$1,000,000.00 personal and bodily injury coverage and \$1,000,000.00 property damage **MUST** be provided to the Village of Castalia prior to the event. **The insurance policy must name the Village of Castalia as a co-insured.** For events involving the sale or consumption of alcoholic beverages, the user must also provide liquor liability insurance in the amount of \$1,000,000.00. **This insurance policy must name the Village of Castalia as co-insured.** Liquor liability insurance is required in addition to the liability insurance listed above.

Today's Date: _____

Name of Event: _____

Sponsoring Organization: _____

Date(s) of Event: _____ Hours for Event: _____

Road (s) to be Closed: _____

Date for Road Closure: _____ Time of Closure: _____

Date for Road Re-opening: _____ Time of Opening: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Submitted by/Authorized Signature & Title:

Printed Name and Title _____

Signature _____ Date _____

Please mail or hand deliver completed application to:

Fiscal Officer
PO Box 451
126 Main Street
Castalia, Ohio 44824
Email: kniehm.castalia@gmail.com

Office use

_____ Completed Application

_____ Fee Check # _____

_____ Liability Insurance

_____ Liquor Liability Insurance if applicable