



## Special Event Host Application

Host Name \_\_\_\_\_

Host address \_\_\_\_\_

Host Phone \_\_\_\_\_

Host Email \_\_\_\_\_

Additional Event Contact(s): \_\_\_\_\_

Name of Event \_\_\_\_\_

Event Location \_\_\_\_\_

Event Date \_\_\_\_\_

Estimated Number of Vendors \_\_\_\_\_

Date packets are needed \_\_\_\_\_

I have reviewed and understand the responsibilities that pertain to me as a host of a special event held in the City of Craig and I agree to comply.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Deposit Received by \_\_\_\_\_ Date: \_\_\_\_\_

List of vendors Received by \_\_\_\_\_ Date: \_\_\_\_\_