

Muncie Park and Recreation Department  
Application for Special Use Permit

1. Name of Individual or Group organizing activity, please list names and phone numbers of the people responsible for the activity.

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2. Location requested \_\_\_\_\_

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3. Date and Time for activity \_\_\_\_\_

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4. Nature or event \_\_\_\_\_

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5. For what purpose is this activity being planned? \_\_\_\_\_

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6. How many people do you expect to attend this activity? \_\_\_\_\_

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7. Security will be provided by \_\_\_\_\_

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Attach a brief description of security arrangements, listing the agency providing the security, number of security workers, and times security will be scheduled.

8. Are any food or other vendors included in the planned activity? If vendors are included, list the type of materials to be sold and the names of the vendors. \_\_\_\_\_

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All vendors must purchase a Limited Term Vendor Permit from the Office of the Superintendent of Parks before selling any products or service on Public Park property. This permit is sold for a minimal fee (\$20.00) and is designed to ensure that all appropriate legal and health permits are in order before the vendor utilizes Public Park property for personal gain.

9. Please list any additional materials or services which you are requesting for the event, (such as bleachers or stage sections).

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

Title \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Date \_\_\_\_\_

Attach copies of necessary permits as explained on attached sheets. Submit application

to: Superintendent of Parks  
1800 South Grant St  
Muncie, IN 47302

Phone: (765) 747-4858 Fax: (765) 747-4727

Office use only: Date application received: \_\_\_\_\_

Approved: \_\_\_\_\_