



Temporary Event / Tent Application

Instructions: Complete this application (print all required information) and submit it along with a drawing indicating the area where the event will take place. If applicable, the drawing should also show the location of temporary structures, with size and setbacks from property lines.

Sign and date the application where indicated. Applicant or co-applicant must be at least 18 years of age.

Applicant:		Date(s) of Event:	
Telephone:		Hours of Event:	
Alternate Telephone:		Email Address:	
Contractor:		Contractor phone:	
Tent on premises:	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Tent Dimensions:			
Tent onsite duration:			
Cooking at event:	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Where is the event and where will guests of the event park?			
Disclaimer: Based on the information above, additional information or permits may be required.			
IN NO CASE SHALL PARKING OR OTHER OBSTRUCTIONS INTERFERE WITH VEHICLE TRAFFIC OR EMERGENCY VEHICLE ACCESS			
Applicant: Sign		Date:	
Print			
Co-applicant: Sign		Date:	
Print			
Reviewed By Zoning & Project Administrator:		Date:	
Reviewed by Amberley Village Fire Inspector		Date:	
Approved By Village Manager:		Date:	

Please deliver or send the completed application to:

Mr. Scot F. Lahrmer
Amberley Village Manager
7149 Ridge Road
Amberley Village, OH 45237