

**CITY OF SHERIDAN
PRIVATE PARTY NOTIFICATION ONLY**

55 Grinnell Plaza - PO Box 848, Sheridan, WY 82801 (307) 674-6483, ext. 214 or 243

Applicant Information

Date Requested: _____

Contact Person: _____ Business/Organization: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Alternate Phone: _____ Best Time to Call: _____

Event Information

Event Date: _____ Hours: From: _____ A.M. or P.M. To: _____ A.M. or P.M.

Event Address: _____ Event Name: _____

Description of Area to be Used (sidewalk, parking lot, etc.): _____

Estimated attendees: _____ Adults _____ Juveniles _____ Vehicles Estimated need for: _____ EMS _____ Fire _____ Police

Use of Alcohol

As long as the event is on private property, not open to the public (invitation only), and the designated area is clearly marked off, and alcoholic beverages will not be sold, then no other permit is required.

Beverages are to be Served in Paper or Plastic Containers Only when event is held outdoors.

Office Use Only

PC: Applicant
Public Works Department - Operations Manager (Notification Only - Signature Not Required)
Police Department (Notification Only - Signature Not Required)

FILE: Original