

City of Rehoboth Beach
 229 Rehoboth Avenue
 P.O. Box 1163
 Rehoboth Beach, Delaware 19971



Telephone 302-227-6181
 Fax 302-227-4643
 www.rehobothbeachde.gov

Special Event Permit Application

EVENT DETAILS

EVENT DETAILS				
Name of Event:		Date of Event:	Event Start Time:	Event End Time:
Requested Use of: <div style="display: flex; justify-content: space-around; text-align: center;"> Bandstand Boardwalk Beach Park Other </div>			Set Up Start Time:	Clean Up End Time:
Location of the Event:		Number of People Attending the Event:	Number of Organizers and Volunteers:	
Purpose of the Event:				
Description of the Event (Type of event; i.e. parade, procession, foot race, walk, concert, block party, ect. Include detailed description of proposed route.):				
** Applicants must provide plans (maps) illustrating location of the event and associated items such as tents, tables, portable bathrooms, and trailers. **				
Requests for Parking and/or Street closures:				
** A DeIDOT special event permit is required prior to the issuance of a City of Rehoboth Beach Special Event Permit for any event affecting any roadways open to traffic. See DeIDOT's policy on special events at: https://deldot.gov/Business/planned_spec_events/index.shtml **				
Requests for Placement/Use of Tents, Tables, Portable Bathrooms, and/or Other Moveable Structures (i.e Trailer):				
** Applicants must provide plans (maps) illustrating location of the event and associated items such as tents, tables, portable bathrooms, and trailers. **				
Types of Vehicles to be Used by Organizers and/or Participants:			Number of Vehicles Associated	

ADDITIONAL REQUESTS

# of Extra Duty Police Officers Requested:	Proposed Rain Date:	Rain Date Start Time	Rain Date End Time:
Reason for Requested Police Officers:			
Additional Equipment Requests (i.e. Extra Trash Cans, Audio Equipment, etc.):			
Name of Person Making Request:	Signature of Person Making Request:		

CONTACT INFORMATION

Name of Applicant:		Name of On-Site Contact:	
Address:		Address:	
Date of Birth:	Cell Phone #:	Date of Birth:	Cell Phone #:
Email Address:		Email Address:	
Name of Co-Applicant:		Name of Additional On-Site Contact:	
Address:		Address:	
Date of Birth:	Cell Phone #:	Date of Birth:	Cell Phone #:
Email Address:		Email Address:	

BILLING INFORMATION

Name of Billing Contact:	Business Phone #:	Cell Phone #:
Name of Organization:	EIN#	
Billing Address:	Email Address:	

ACKNOWLEDGEMENT

The undersigned applicant agrees that the applicant and event participants will conform to applicable State laws, city ordinances, by-laws, and regulations, as well as, any special requirements that may be made a condition of the granting of a special event permit pursuant to this application. I/We agree to hold the City of Rehoboth Beach harmless from any and all liability and will defend the City of Rehoboth Beach in connection therewith.

Signature of Applicant:	Date:
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INTERNAL USE ONLY

DeIDOT Special Event Permit Obtained (if required)	Yes	No
Signature of City Manager:	Date:	
Signature of Chief of Police:	Date:	

