Event Request Application

*Name of the Event: _____

*Organizations/Person in charge of the Event: _____

*Date of the Event

Start: ___/___/____

Time: _____AM/PM-_____AM/PM

End: ___/___/___

Time: _____AM/PM-_____AM/PM

If event last longer then one day please explain: _____

_____

_____

_____

Check the Appropriate sub-category (Max 5)

☐ 4th of July
☐ African American
☐ Air Shows/Fly-Ins
☐ Antique Shows/ Flea Markets
☐ Arts & Crafts
☐ Celebrate Virginia
☐ Civil War
☐ Culinary
☐ Eco Friendly
☐ Fall
☐ Family Fun
☐ Festival/Fairs/ Parades

☐ History/Heritage
☐ Holidays
☐ Music
☐ New Year's Eve
☐ Performances
☐ Pet Friendly
☐ Sporting
☐ Spring
☐ Tours
☐ Wine/Beer
☐ Winter

*Admission Fee: $_____

*Children Welcome: Yes/No

*Pets Welcome: Yes/No

Average Attendance:_____

*Event Venue: _____

*Event Address: _____

_____

Contact Information:

*Name: _____

*Phone Number: _____

Cell: _____

Fax: _____

Email: _____

Organizations Website URL:

_____

If you would like an image of the event please attach one to this form.

This application is required to submit an event to be placed on the town website as well as the Virginia.org Website.
(*) Required fields