

COUNTY OF ROCKINGHAM
 DEPARTMENT OF PUBLIC WORKS
 20 East Gay Street/Entrance C
 Harrisonburg, VA 22803
 540-564-3020 (Office)
 540-564-3048 (Fax)



APPLICATION FOR USE OF (Check all that apply):

COURTHOUSE GROUNDS AREA (Steps, Walks, Gazebo Area, *Restrooms)
 * For RESTROOM use at courthouse, call Clerk of Courts 540-564-3111 for approval

COUNTY ADMINISTRATION PARKING LOT
 *There is no restroom use at the Admin. Building

ORGANIZATION INFORMATION

Organization	Harrisonburg Downtown Renaissance	Telephone Number	540-432-8909
Mailing Address	217 S Liberty St # 204, Harrisonburg, VA 22801		
Contact Person	Erin Smith	Telephone Number	540-432-8909
Email Address	erin.smith@harrisonburgva.gov		

EVENT INFORMATION

Type of Event	Skeleton Festival - Free community event		
Date	Sat, Oct. 24, 2020	Time	2pm - 5pm
		*Number in Attendance	3,000 - 4,000

*For attendance over 250 people, you must notify the HDR Events Coordinator at 540-432-8909 or email events@harrisonburgva.gov. Approval from Harrisonburg City Council may be required before Rockingham County's approval of this application is granted. → Set up on Court Square @ 11am

OFFICE USE ONLY

<p><u>Courthouse Grounds</u></p> <input type="checkbox"/> Indemnification Form on File <input type="checkbox"/> Insurance Documentation on File <input type="checkbox"/> City Council Approval (if needed) <input type="checkbox"/> Clerk of Courts Approval (only for restroom use) <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	<p><u>Parking Lot</u></p> <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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Lisa Shepard	Date
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lshepard@rockinghamcountyva.gov

Emailed final approval