

Date Sent: _____ By: _____

**EAGLE COUNTY SPECIAL EVENT PERMIT
LAW ENFORCEMENT NOTIFICATION FORM**

Before any Special Event Permit will be ready for issuance by the Eagle County Liquor Licensing Authority, all applicants are required to provide notice of proposed special event to the **EAGLE COUNTY SHERIFF'S OFFICE**

Please complete the following form and submit to the Eagle County Sheriff's Office. **The form must be emailed specialeventnotify@eaglecounty.us**

Permits will not be issued until the Eagle County Sheriff's Office confirms receipt of this notice.

Name of Applicant (SEP): _____

Event Coordinator/Promoter: _____

Type of Event: _____

Contact Number(s): _____

Event Location: _____

Event Date(s): _____

Event Hours: _____

Security Company: _____ **Number of Officers:** _____
Security is required for all events were alcohol is served at the ERC and Fairgrounds

Security Contact: _____ **Contact Number:** _____

Estimated Number of Attendees: _____

Parking Arrangements and/or Parking Plan: _____

Traffic Impacts/Road Closures: _____

Sheriff Office Use Only

Date Received: _____

Received by: _____

Notes: