



Special Event Signature Survey

Special events occurring in the City of Cape Coral require the notice and sign-off from residents and/or businesses affected by the event. The survey is used by the Special Event Committee in evaluating business/neighborhood support for the proposed special event. Depending on the nature and scope of the event, please note that additional notification may be required as determined by the Special Event Committee.

ATTACHED YOU WILL FIND A DETAILED NARRATIVE DESCRIBING THE NATURE AND SCOPE OF THIS EVENT.

Dear business, property owner and/or resident:

The following event, _____, produced by _____
(event name) (company name)

is being proposed to take place on such date(s): _____

FROM: _____ a.m. / p.m. TO: _____ a.m. / p.m.

Description of Event:

Specific Request (street closure, meter bagging, event behind/affecting property, etc.):

Event Company's contact name and number: _____

- I APPROVE of the event's request
- I DO NOT APPROVE of the event's request. Reasons (optional):

Signature

Print Name/Business Name

Address

Phone (optional - for verification purposes)

I, as manager of the above building, **have notified** all of the tenants and know of no substantial objection to the proposed special event.

Date Manager Address

**City of Cape Coral Special Events Division
PO Box 150027, Cape Coral, FL 33915
Email: seclerk@capecoral.gov
Phone: 239-573-3122**