



CITY OF HOT SPRINGS ARKANSAS

METAL CROWD CONTROL RACK REQUEST

Please complete the following application no later than **30 days prior to the event date**. All applications are subject to approval. Please answer all questions. Incomplete applications will not be considered. Applicant accepts responsibility for the metal racks and agrees to reimburse the City of Hot Springs for the replacement value, approximately \$120.00 each, if damage or loss occurs.

THE 8'3" METAL RACKS ARE TO BE USED FOR CROWD CONTROL ONLY.

THEY CANNOT BE USED TO BLOCK OFF STREETS OR CONTROL AUTOMOBILE TRAFFIC IN ANY WAY.

METAL RACKS ARE NOT FOR USE ON PRIVATE PROPERTY.

Metal racks will be delivered on a trailer by City of Hot Springs personnel. The trailer will be left at a location designated by the event sponsor. Event personnel are responsible for removing the metal racks from the trailer, setting them up, and placing them back on the trailer after the event.

SECTION 1 – EVENT SPONSOR CONTACT INFORMATION

Name:	Phone Number:
Address:	
Email Address:	
Organization:	

SECTION 2 – EVENT INFORMATION

Event Name:	
Do you have City of Hot Springs Approval for your Event: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Event Start Date and Time:	Requested Rack Delivery Date and Time:
Event End Date and Time:	Requested Rack Pick Up Date and Time:
Describe the Exact Location of Where the Metal Racks will be used: Include the street address or indicate if the location is the Transportation Depot/Plaza or Exchange Street Parking Plaza.	
Requested Drop-off Location of Trailer:	

Submit completed application to:
Public Works Department
111 Opera Street
Hot Spring, AR 71901

TO BE COMPLETED AT TIME OF DELIVERY / PICK UP

Date and Time Delivered:	Date and Time Returned or Picked Up:
Receiving Signature:	Date: