



The City of Spencer

P O Box 660
8200 NE 36th Street
Spencer, OK 73084
(405) 771-3226
(405) 771-3228 Fax

Spencer Recreation Facility Use Permit Application

(Deposit and Rental due at the time of application submission)

1. Name of Applicant _____
Name of Organization _____
Public ☐ Private ☐ Non-Profit ☐
2. Are you a Vendor or Concessionaire? Yes ☐ No ☐
Will you prepare and/or sell food items at Spencer Parks Facility? Yes ☐ No ☐
Telephone _____ Fax # _____
Address _____
Email _____ Cell phone _____
3. Date/Time Requested From _____ To _____
4. Area/Location Requested _____
5. Purpose of Event _____

6. Number of Attendees Expected _____
7. Will added security or traffic control be necessary? Yes ☐ No ☐
8. Special Conditions Needed _____

I, the undersigned applicant, being duly authorized to sign for the organization designated herein, have read and understand the permit conditions which are defined in the City of Spencer Code of Ordinances Part 11, Chapters 1 and 2 and have caused this application to be submitted this

Date

Year

Signature

FOR OFFICE USE ONLY

The use permit application is:

APPROVED ☐

DISAPPROVED ☐

Parks Board Representative or City Manager _____

Signature

Date