



# City of Twin Oaks

1381 Big Bend Road • Twin Oaks, MO 63021

Phone (636) 225-7873 • Fax (636) 225-6547

[www.cityoftwinoaks.com](http://www.cityoftwinoaks.com)

## COMMERCIAL PERMIT APPLICATION

This permit is subject to Park Regulations Chapter 220 of the Municipal Code. Permit is not transferable and can be revoked at any time. Permit is not final until City Office receives \$100.00 fee. Application for permit must be received 48 hours in advance of proposed activity involving less than ten (10) people, lasting for less than one (1) hour. Any permit request involving more than ten (10) people, lasting more than one (1) hour must be submitted fourteen (14) days in advance. Please read for your understanding and protection Chapter 220: Park Regulations of the Municipal Code. (Copy will be given upon submittal of application or can be viewed on our website.)

Today's Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Date of Activity: \_\_\_\_\_

Company: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

## RESERVATION INFORMATION

Nature of Activity: \_\_\_\_\_

Number of People Attending Your Event: \_\_\_\_\_

Hours from \_\_\_\_\_ to \_\_\_\_\_

\$100.00 Fee

Handicapped vehicle parking is permitted in designated area adjacent to Multi-Purpose Court. Park visitors may park in designated spaces on the east side of Twin Oaks Court – not on any grassy area. Violators will be ticketed.

**By signing below, applicant has read and agrees to Park Regulations Chapter 220 of the Municipal Code City of Twin Oaks. Any violation of park regulations or misrepresentation of this form may result in future park reservation rights being denied.**

Copy Received

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Approval/City Administrator

For Office Use Only: FEE: \_\_\_\_\_ CHK# \_\_\_\_\_ CASH: \_\_\_\_\_

