Date: 
Name of Requestor: 
Phone Number: 
Email Address: 
Address: 
Agency/Entity Sponsoring Event: 
Agency Contact: 
Phone Number: 
Email Address: 
Address: 
Event Name/Purpose: 
Location of Event: 
Streets to be Closed: 
Hours for Streets to be Closed: 
Hours of Event: 
Hours of Service of Beer/Wine: 
Approximate Number of Persons Participating: 

Parade Information (if applicable)
Date: 
Start Time: 
End Time: 
Requested Route: 
Approximate Number of Persons Participating:

Please submit requests by mail, e-mail, or fax at least sixty (60) days in advance of the event to allow for preparation and review of the Resolution and scheduling on Council’s agenda. Requests may be sent by e-mail to ccorbett@camdensc.org, fax to (803) 425-6049, or mail to 1000 Lyttleton St., POB 7002, Camden, SC 29021. A draft Resolution will be prepared and forwarded for your review as well as to the Police Department and Downtown Development Department.

NOTE: This form should only be used for public events where vending will occur on public property and/or beer/wine are to be sold and consumed on City property.

For private events please contact the Police Department or Downtown Development Department.

City of Camden Special Events – Caitlin Corbett, 432-2421
Police Department – Lt. Lee Boan, 425-6025 ext. 117