

FOR ALL VDP LOT USE

Applicant must present the use of any VPD owned lot before the VPD Commission for approval. Applicant must submit a special events application to the Redevelopment Agency before presenting it to the VPD commission. Upon obtaining approval of the event, the applicant must be added to the VPD meeting agenda as an item to be discussed during the meeting.

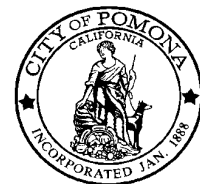
The VPD commission meets every second Thursday of the month at the Council Chambers of the City of Pomona.

OR

For all Vehicle Parking District Lot Usage

Use of any Vehicle Parking District (VPD) lot is subject to approval prior to Special Event/Filming. Fees may apply.

Notification to affected businesses and residents is required at least 72 hours prior to event.



SPECIAL EVENT/FILMING REQUEST FOR V.P.D. LOT USAGE

Vehicle Parking District

Name of Organization _____ DBA _____

Address: _____ Zip: _____

City/State: _____

Name of Authorized Representative: _____

Name of Alternate Authorized Representative: _____

Office Telephone No.: _____ Cell Phone No.: _____

Fax No.: _____ E-Mail Address: _____

Type of Event: _____

Project Name: _____

Event Location: _____

Date(s) of Event: _____ Event Hours: _____

Set-up Starts: _____ Clean up Ends: _____

Date and Place Event was Last Held: _____

Estimated Daily Attendance: _____

Lot Requested for Use: _____ (Pending Approval from VPD Commission on Case by Case Basis)

“NO PARKING” signs must be posted by the applicant 72 hours in advance of the permitted time.

The applicant is responsible for the following:

- Supplying additional trash cans and/or dumpsters (if required)
- Making arrangements for clean-up and/or special trash pick-up at applicant's expense

A Special Event application must be submitted to the Redevelopment Agency **30 days** prior to the event.

VPD Meeting Dates are every 2nd Thursday of each month at 6:00 PM at the Council Chambers

NAME (Please Print): _____

SIGNATURE: _____ **DATE:** _____