



CITY OF AKRON

LOCK 3 SERVICES

Complete application and return to: Lock 3 • 166 S. High Street, Room 200 Akron, Ohio 44308 Phone: 330-375-2877 Fax: 330-375-2468 Lock3@akronohio.gov

This form is for additional services offered for approved events at Lock 3.

Lock 3 Park is only to be used for City approved, sponsored, or co-sponsored events.

If you would like your event to be City sponsored/co-sponsored please fill out the sponsorship application form.

Please allow two weeks for processing. A city employee will contact you within two weeks with your approval notification.

ORGANIZATION APPLICANT NAME

ADDRESS CITY STATE ZIP

APPLICANT'S: DAY PHONE EVENING PHONE FAX E-MAIL

NAME OF EVENT EVENT LOCATION

DATE(S) TIME(S)

EXPECTED EVENT ATTENDANCE

Optional Items

(please circle items that you would like to use)

Tables

There are a total of 25 Plastic 6' Rectangular tables and 12 Wooden 5' Round tables

\$25 (Less than 10 tables and 20 chairs) or

Chairs

There are a total 70 plastic folding chairs that can be utilized

\$50 (More than 10 tables and 20 chairs

Ice & Containers

There are multiple coolers and containers used for beverages. There is an ice machine on site

\$50

Sound System

There is a small amplifier and microphone - good for simple announcements or a large system with two speakers and small mixing board - good for music

\$25 (Small system) or

\$50 (Large system)

Staff fee

Additional staff can be hired to assist with set-up, tear down, trash removal, and other labor

\$15 per hour x hrs = \$

TOTAL COSTS \$

Once your event has been approved, please contact Lock 3 at (330) 375-2877 to set up a walk through of the park to go over the layout of your event and equipment that may be used. Thank you.