



# CITY OF WICHITA DEPARTMENT OF PARK & RECREATION PORTABLE STAGE APPLICATION

Date of Application \_\_\_\_\_

Name of Event \_\_\_\_\_

Date(s) of event \_\_\_\_\_

Address of event \_\_\_\_\_

Location for stage set up: \_\_\_\_\_

Time of Event \_\_\_\_\_

Event Set Up Time \_\_\_\_\_

Event Take Down Time \_\_\_\_\_

Event Sponsor \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_ Zip code \_\_\_\_\_

Business #: \_\_\_\_\_ Home #: \_\_\_\_\_

Cell #: \_\_\_\_\_ FAX #: \_\_\_\_\_

E-mail Address \_\_\_\_\_

**\$875 per day fee**  
**\$1125 per day fee outside of Wichita City limits**  
**\$500 additional day rate (when applicable)**  
**\$300 Security deposit**

PLEASE RETURN APPLICATION AND AGREEMENT TO:

Mail: City Hall, 455 N. Main, 11<sup>th</sup> floor

[swilliams@wichita.gov](mailto:swilliams@wichita.gov) Fax: 219-6369

For further information please call: Sonja Loggins-Williams @ (316)268-4152