



OPEN AIR EVENT APPLICATION

**PLEASE COMPLETE ENTIRE FORM
AND PRINT LEGIBLY.**

- Incomplete forms will be returned.
- Complete application packets must be submitted no less than four (4) weeks before the event.
- All Open-Air Events are approved by the City Council, pursuant to Section 400.530 F (3).

Approved by

Director of Planning and Development

Date: ____ / ____ / ____

CONTACT INFORMATION:

Contact/Applicant Name:

Kenndis Joy

Applicant Address:

6112 Madison Ave

City, State, & Zip:

St. Louis, MO 63134

Phone Number:

(____) ____ - ____

Email:

____@____.____

Organization Name:

Kidz of Joy Learning Foundation

Mailing Address:

6112 Madison Ave

City, State, & Zip:

St. Louis, MO 63134

Phone Number:

(____) ____ - ____

Email:

____@____.____

SPECIFIC REQUEST INFORMATION:

Type of Event:

Trunk or treat

Location of Event:

6100 Block of Madison

Date of Event:

10 / 18 / 2025

Estimate # of People Attending: 200

Starting and Ending Time (no later than 11:00 pm):

11:00am - 4:00pm

Name of Street to be Closed Off (specify hundred block and cross street):

Madison from 3rd street to the other side of the civic center.

Type of Parking Control Proposed (e.g., cones):

Cones

Provider of Barricades (the City of Berkeley does not provide barricades):

The city of berkeley usually provides some sort of barricade.

USE OF OUTDOOR SOUND AMPLIFICATION:

☐ YES ☐ NO (Sound Amplification License required and must end prior to 11:00 pm.)

☒ RADIO/STEREO

☐ DJ

☐ LIVE BAND



USE OF FOOD VENDORS OR CATERERS:

☒ YES ☐ NO *(Business requires separate license.)*

Name of Catering Business: Rose Garden Grill Phone Number: (557) 218 - 4217

USE OF A STAGE:

☐ YES ☐ NO
(Building Permit may be required.)

USE OF INFLATABLE CHILDREN TOYS (JUMPIES):

☒ YES ☐ NO
(Must be located on private property.)

USE OF A TENT:

☐ YES ☒ NO *(Building Permit may be required and cannot erect at the existing pavement or sidewalk. No cooking in the tent. The Inspections Department can be contacted at (314) 400-3713.)*

List Special Events, Displays, or Activities Planned:

There will be 20-30 cars decorated and passing out candy or trinkets. There will be bounce houses, kona ice, free food, face painting, popcorn, and other fun filled child friendly activities.

Please provide a current copy of a State issued Identification Card for the Contact Person/Applicant.

PLEASE INITIAL:

Section 600.120L - Use of Alcohol (sales and underage drinking is prohibited).

Section 200.2250 - Outdoor cooking on the front building line is prohibited.

Section 605.580 - Flea market prohibited.

KS
KS
KS

I have read, understand, agree, and will fully comply with the City of Berkeley Municipal Code and the following:

- 1) An approved permit may be cancelled at the discretion of the City manager or his/her designee for failure to obey the terms of the permit policy or for public safety reasons;
- 2) The applicant agrees to hold the City of Berkeley and its officials, agents, and employees harmless for any claim or injury arising out of the use of any public street, sidewalk, or other facility in conjunction with the terms and conditions of this permit;
- 3) The person listed on the application as having authority to control the event must remain at this event until its completion and shall be available to accept any complaints;
- 4) Street closing barricades must be easily moved in case of an emergency and equipped with appropriate warning devices also visible after sunset. The use of a vehicle as a barricade is prohibited;
- 5) An approximate twelve-foot (12') emergency drive aisle shall remain clear at all times;
- 6) No alcoholic beverages shall be sold at any event;
- 7) The use of illegal fireworks is prohibited; and
- 8) The Open-Air Event Permit is limited to the date and time specified on the permit, but in no event shall it begin before noon on Sundays or continue after 11:00 pm.

Kenndis Joy

Contact/Applicant Name (PRINT)

Kenndis Joy
Contact/Applicant Signature

08 / 29 / 2025
Date