

PUTNAM TOWNSHIP

Township Square Use Application

Applicant name: Susie Tennyson Date: 10/7/2024

Address: 3949 W Schafer Rd City: Pinckney State: MI Zip: 48169

Phone number: 7347178862 Home Work Cell

Email address: susiet71@gmail.com

Organization name (if applicable): Huron River Women in Business/M36 Rotary

Address: same as above City: _____ State: _____ Zip: _____

Phone number: n/a Home Work Cell

Email address: n/a

Event name/description:

Light up the Park Pinckney

Event date: 11/30/24 Admission charge, if any: 0\$

Set up time: From: 2:00 a.m. p.m. to: _____ a.m. p.m.

Event time: From: 5:00 a.m. p.m. to: 8:00pm a.m. p.m.

Clean up time: From: 8:00 a.m. p.m. to: 9:00pm a.m. p.m.

Number of people expected to attend: 300

Is Electricity required: Yes No


After your event, the Township Square must be restored to its prior state. In the event there is any damage to the grounds, vegetation, sprinkler heads, gazebo, picnic tables or anything else within the Square boundaries, the applicant will be charged for replacement and/or repair costs. The Square and gazebo must be cleaned of any trash, with decorations removed, or the applicant will be charged clean-up fees.

Absolutely no stakes may be used that are longer than 12 inches. No motorized vehicles on the Square. No alcohol is allowed on Township property. You must be present for any deliveries.

It is the applicant's responsibility to contact the Village of Pinckney Police Chief (734-878-3700) and the Putnam Township Fire Chief (734-878-6788) for any other necessary approvals.

Requests for Township Square use must be approved by the Township Board. As such, requests must be submitted 2 weeks prior to the Township Board meetings, which are on the third Wednesday of every month, in order to be placed on the agenda.

Applicant name: Susan Tennyson Date: 10/07/2024

Township Board approval:  Date: 10-17-2024