**SPECIAL EVENTS COMMITTEE**

**MEMBERSHIP APPLICATION**

Name: (type or print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip\_\_\_\_\_\_\_

Home Phone:\_\_\_\_\_\_\_\_\_\_ Work Phone\_\_\_\_\_\_\_\_\_\_ Other Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Please state your occupational background, beginning with your current occupation/employer:

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2. Describe your involvement in the Bellevue community:

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3. Describe your leadership roles and/or any special expertise you have which would be applicable to this position:

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4. Describe why you are interested in serving on the Special Events Committee:

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Appointment to this committee will require your consistent attendance at meetings which are scheduled for the 2nd and 4th Thursday of each month between 8:30 am and 10:30 am., usually at Bellevue City Hall.   
  
By signing below, you are affirming to the best of your knowledge that the information you have provided on this form is true and complete.

Signature of Applicant:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



**SPECIAL EVENTS COMMITTEE**

**MEMBERSHIP INFORMATION & GUIDELINES**

In 1994, the City of Bellevue adopted a Special Events Policy, which recognized the substantial community benefits that result from special events. These events provide opportunities for family activities and funding for our community’s nonprofit agencies as well as cultural enrichment, promote economic vitality, and enhance community pride.

A Special Events Committee is appointed by the City Council to administer this policy. This committee consists of sixteen members: five members represent City departments; two are agency appointed; and nine are members from the community. The committee is responsible for reviewing special event applications and for setting conditions for the events, while balancing the City’s obligation to protect public health and safety.

The committee meets twice a month from January through December to review applications, establish permit conditions, and complete post-event evaluations in addition to establishing and revising policies and procedures as needed.

We are currently recruiting for several community positions that represent Business and neighborhoods. These include Business Representatives from east, south and west Bellevue, Neighborhood Representatives, Downtown Resident and a representative that is a professional special event promoter. Successful business applicants must own/operate or be a paid representative of a business which operates within the specific boundaries as noted. If you are interested in applying to serve a two-year term in one of these positions, please fill out the Special Events Committee Membership Application on the following page and mail it to:

Bellevue Parks & Community Services Department

Special Events Committee

P.O. Box 90012

Bellevue, WA, 98009-9012

For more information, please email [sec@ci.bellevue.wa.us](mailto:sec@ci.bellevue.wa.us) or call Imane Elmesbahi or Susan Freeburg of the Bellevue Parks & Community Services Department at 425-452-6885.