

City of
TIFFIN

City of Tiffin

Special Events Permit Application

APPLICATIONS MUST BE SUBMITTED 30 DAYS PRIOR TO EVENT

EVENT INFORMATION:

Event Name: 2026 Easter Egg Hunt
Description of Event: Easter Egg Hunt
North Liberty's Best Academy +
Anderson's Taekwondo

Date of Event: 4/4/2026 ^{setup}
Time of Event: 11 am event 9-12 ^{clean up}
Location of Event: green space Tiffin ^{Park Place City Center}
Size of Event (Attendees): Public ^{Forevergreen}

CONTACT INFORMATION:

Event Contact Name: Heather Cummings
Contact Email: nlbestacademy@yahoo.com
Event ON SITE Contact Name: Lowell Anderson
Contact Email: at4topfen@yahoo.com

Contact Phone: 319-600-2679
Contact Phone: 319-331-1910

LOGISTICS: Please provide maps

Parking & Traffic Plan: Pinseekers [redacted] Parking Lot

Plan for Police Protection (if needed): N/A

Plan for Restroom Facilities & Locations: N/A Kwikstar if needed

Plan for Setup/Take down: 1-2 hrs before + after with Team

Temporary Sign Request (if needed): only in grass area

Tents (size, type and purpose of each tent): N/A

FOOD VENDORS (Required to have active Mobile Food License Permit with City of Tiffin)

Best Beverages LLC - mobile drink trailer
Coffee, soda, water

Need Tiffin Permit sent to bestbeverages26@gmail.com

VENDORS (NON-FOOD, RIDES)

N/A

ADDITIONAL LICENSING:

Proof of Insurance (Please attach): _____

Alcoholic Beverage License, Name License will be under (Please attach): N/A

I certify that I am the person authorized to act on behalf of the event to request this permit and understand and agree to pay on behalf of the City all sums which the City shall be obligated to pay by reason of any liability imposed upon the City for damages of any kind resulting from use of public property and the public right of way, whether sustained by any person or persons, caused by accident or otherwise and shall defend as its own expense and on behalf of the City any claim against the City arising out of the use of public property and the public right of way and agree to follow all other ordinances that shall pertain including Ordinance 2006-277, City of Tiffin, Iowa. I understand that I will not erect any temporary signage for the event prior to City Approval of signage.

Heather Cummings
Signature

3/10/26
Date

For City Use:

Authorized City Signature: _____

Date: _____

Copy to Applicant: _____ Johnson Co. Sheriff Notified _____ Public Works Notified _____ Tiffin Fire Notified _____

