



DEPARTMENT OF  
TRANSPORTATION SERVICES

# REQUEST FOR SPECIAL EVENT PARKING

PHONE: (301) 314-7182 FAX (301) 314-7800

REQUESTOR:

DEPARTMENT:

PHONE NUMBER:

FAX NUMBER:

FRS ACCOUNT NUMBER:

## EVENT INFORMATION

NAME OF EVENT:

EVENT DATE:

EVENT TIME:

EVENT LOCATION:

NUMBER OF PERMITS REQUIRED  
OR NUMBER OF VEHICLES EXPECTED:

DATE OF PERMIT PICK-UP (IF APPLICABLE) :

ENTIRE GARAGE RESERVATION:

YES  NO  MLG  SDG  ULG

TIME FROM:

TO:

**PITCREW SERVICES:**  YES  NO

LOT ATTENDANT

HOW MANY ATTENDANTS?

TIME FROM:

TO:

BAGGING METERS

SIGN PACKAGE\*

PERMITS

\* NOTE: CONTACT SPECIAL EVENTS @ (301) 314-7182 FOR SIGN PACKAGES.  
THE DEPARTMENT REQUIRES TWO WEEKS' NOTICE TO PREPARE SIGNS FOR YOUR EVENT.

COMMENTS:

SPECIAL OR SPECIFIC INSTRUCTIONS FOR THE PARKING RESERVATION: