

Non-Residential Social Events greater than 100 people

Event details must be submitted to Otsego County Department of Health 5 days prior to the event date.

Maximum Occupancy: _____ 75% Occupancy: _____

Venue Name: _____

Address: _____

Phone: _____

Contact person(s): _____

Event Name: _____

Event Date: _____

Event Time: _____

Event Duration: _____

Expected Number of Attendees: _____

Expected Number of Event Staff: _____

Location of Event on the premises: (indoor/Outdoor) indicated by a description and/or on the event floor plan.

Signature: _____ Date: _____