



FY 25-26 Special Event City Support Program Application

Section One: Organization/Event Information

Name of Organization: _____ **Business Tax Certificate #:** _____

Name of Event: _____ **Event Date:** _____

How many years has the event taken place? _____ **Event Location:** _____

Is the event free and open to the public? **Yes** **No**

Provide a brief description of your event, including how it meets the program goals:

Which support category does this event fall into?

Category A

Category B

Explain:

Are there any changes to the event from the previous year? If yes, explain:

Required documentation:

Please include the following documents with your completed application at the time of submission:

- Site Plan/Overview of Event (please note any changes from the previous year on the plan and in the application)

Section Two: Contact Information

Contact Person: _____ **Phone Number:** _____

Email Address: _____ **Website:** _____

Mailing Address (Street, City, State, Zip Code):

Signature: _____ **Date:** _____

Special Event Support Program Application Contact & Submission

Submit completed applications to samantha.shapiro@oxnard.org or call the City Manager’s Office at 805-385-7447 to schedule a time to drop off your application in person.

Deadline

Must be received by: 4:00 p.m. PST on March 21, 2025.

No applications will be accepted after the deadline. Partial, incomplete or late applications will not be considered.