

# Event Notification Form

Organization \_\_\_\_\_

Designated representative \_\_\_\_\_

Representative phone # \_\_\_\_\_

E-mail address \_\_\_\_\_

Date of event \_\_\_\_\_

Start and finish time \_\_\_\_\_

Event site \_\_\_\_\_

Central meeting location \_\_\_\_\_

Approximate number of volunteers: \_\_\_\_\_

Amount of supplies being requested: \_\_\_\_\_ Bags \_\_\_\_\_ Gloves

\_\_\_\_\_ Litter Grabbers (Must be returned; \$10 fee for any not returned)

T-Shirts: \_\_\_\_\_ Medium \_\_\_\_\_ Large \_\_\_\_\_ Extra Large

Where will collected trash/debris be left for pick-up by Metro \_\_\_\_\_

\_\_\_\_\_

**Please return form at least two weeks prior to event to:**



**Sonia Allman  
Metro Water Services  
Sonia.Allman@Nashville.gov  
Fax: (615) 862-4929  
Phone: (615) 862-4494**