



Nick Fish, Commissioner  
Michael Stuhr, Director  
1120 SW 5th Avenue, Room 600  
Portland, Oregon 97204-1926  
Information: 503-823-7432  
[www.portlandoregon.gov/water/WES](http://www.portlandoregon.gov/water/WES)

## WES Application

### CONTACT

Name \_\_\_\_\_ Date \_\_\_\_\_  
E-Mail \_\_\_\_\_ Phone number \_\_\_\_\_

### ORGANIZATION

Name \_\_\_\_\_  
Describe organization \_\_\_\_\_

### EVENT

Name \_\_\_\_\_ Location \_\_\_\_\_  
Date(s) \_\_\_\_\_ Is event open to all members of the public? \_\_\_\_\_  
Gallons of water estimated to be used at event? \_\_\_\_\_ Is event free to attend? \_\_\_\_\_  
Will you have staff to monitor WES during the event? \_\_\_\_\_ Will you provide compostable/recyclable cups? \_\_\_\_\_  
Desired time for WES set-up \_\_\_\_\_ Desired time for WES pick-up \_\_\_\_\_

### How many people will attend the event?

500 or less                       500 – 1,000                       More than 1,000

Describe the location for WES set-up and the water connection (i.e. hose bib). Please attach a photo/aerial map clearly marking the location of your event and the desired location of WES set-up and water connection. Aerial maps are available at [www.portlandmaps.com](http://www.portlandmaps.com).

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### Send to:

**MAIL:** Portland Water Bureau                      **FAX:** 503-823-7024                      **E-MAIL:** [WB.FrontDeskPBldg@portlandoregon.gov](mailto:WB.FrontDeskPBldg@portlandoregon.gov)  
Attn: Office Support  
1120 SW 5th Avenue, 6th Floor  
Portland, OR 97204

Applicants will be notified within two weeks of the receipt of the application if your event has been approved. For questions, contact Water Bureau Office Support at 503-823-7432 or by e-mail at [WB.FrontDeskPBldg@portlandoregon.gov](mailto:WB.FrontDeskPBldg@portlandoregon.gov).