

APPLICATION FOR SPECIAL EVENTS – ORDINANCE # 2015-06

Maxatawny Township

Applicant for Permit: _____

Address: _____

Telephone: Home: _____ Cell: _____

Email: _____ Fax #: _____

Date of Event: _____ Event Admission Fee: _____

Time of Event Starting: _____ Time of Event Ending: _____

Reason for Event: _____ Approximate Number of Attendees: _____

Portions of the streets to be traversed or blocked that may be occupied by the Event: _____

ATTACH TO THIS FORM ANY/ALL ADDITIONAL PERTINENT INFORMATION, INCLUDING, BUT NOT LIMITED TO:

- Filing Period: application for permit, shall be submitted to the Township at least thirty (30) days prior to regularly scheduled Board of Supervisors meeting, and not more than one hundred eighty days (180) days prior to the date of the event.
- Route to be traveled, as well as the starting and termination points; or if no moving, the location of the event.
- Approximate number of persons, and animals, and vehicles which will constitute such event; the type of animals and description of vehicles.
- Maps detailing the proposed site locations and/or routes, along with written descriptions.
- Cost of admission, if any, and whether the event is public or private.
- Proof of comprehensive general liability insurance, naming the Township of Maxatawny and their officers and agents as an additional insured.
- Fees for event permit required by this Ordinance shall be by Resolution of the Board of Supervisors and as amended from time to time. The fees shall accompany the application. If event is cancelled or not held after the permit has been issued by the Township, the fee, minus and administrative fee established by Resolution of the Board of Supervisors, may be refunded.

Signature of Event organizer and applicant: _____ Date _____

FOR OFFICE USE ONLY	
Approval _____ / _____	
Granted	Denied
Signed _____	
Approved _____	Denied _____