

TOWN OF BLACK MOUNTAIN SPECIAL EVENTS PERMIT APPLICATION

Name of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Name and Title of Person Responsible: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Times (including setup and cleanup): \_\_\_\_\_

Description of Event and Activities to take place (including music, sales, amusements, food, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What are you requesting from the Town? Streets Closed? Police and/or Fire Personnel? Barriers? (be specific): \_\_\_\_\_

\_\_\_\_\_

Number of anticipated participants (estimated maximum): \_\_\_\_\_

Number of vendors: \_\_\_\_\_

Please describe type of structures, stages, tents (size), and if electricity or power generators will be used. These items will need to be inspected by the Town. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number and size of temporary signage (including banners and directional signage): Must be removed upon completion of function. \_\_\_\_\_

\_\_\_\_\_

Please attach a detailed map indicating locations of:

- Vendors, tents, stages, or other structures; indicate loading/unloading areas
- Orientation/direction of speakers or noise or amplification devices
- Requests for road closings, detours or specially designated parking areas (note: road closings on state roads must submit a copy of approved NCDOT Permit Form)
- Any temporary signage

By signing this application, applicant agency or responsible individual agrees to comply with all municipal ordinances, rules, regulations, and other applicable laws of the Town of Black Mountain; to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event; and can provide proof of adequate liability insurance coverage.

Signature and Title of Applicant Responsible, Representative or Agency's Chief Officer:

\_\_\_\_\_

APPROVED: \_\_\_\_\_ Date: \_\_\_\_\_

Town Manager or Designee

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Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_

FEES:

Permit: \_\_\_\_\_ Police: \_\_\_\_\_ Fire: \_\_\_\_\_ Planning \_\_\_\_\_ Tents \_\_\_\_\_

Public Services: \_\_\_\_\_ Total: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Check #: \_\_\_\_\_