

3. Date(s) and total duration of the event: _____

4. Estimated attendance: _____

5. Summarize any provisions taken to address the following, where applicable:

a. Crowd control procedures:

b. Parking locations:

c. Trash collection and disposal:

6. List all temporary signs and their locations to be displayed during the event:

Signs are allowed to be displayed seven [7] days prior and two [2] days after the event. A maximum of two [2] temporary signs may be displayed. The total size, either combined or separate, shall not exceed 64 square feet. Two signs are allowed for your event, which can only be displayed on private property.

7. Provide a drawing showing the following: (Attached is an example site plan)

a. The property;

b. Layout of what is existing and proposed on site. For example, driveway cuts, parking areas, planned activity areas, proposed structures, bathrooms, concessions, tents, and any other related activities that will occur or be placed on site;

The Town Manager of his/her designee may issue a permit, if it is found that:

1. The proposed event will not block public access to the beach or public roadways;
2. Adequate facilities are provided for restrooms, water, refuse, etc.;
3. A management plan is in place for crowd and traffic security and control;
4. The proposed event will not entail extraordinary or burdensome expense or operations on the police department and other public agencies; and
5. The activities will not interfere with other scheduled events or activities.

By applying for this permit for the event(s), Applicant and the Sponsor agree:

1. The Town is NOT a sponsor of the event(s) and they will take no actions indicating otherwise;
2. The Town has NO liability for any injury to person(s) or property of any kind arising out of any event(s);
3. They SHALL hold the Town harmless from, and indemnify the Town for, any liability incurred as a result of a valid judgment in a court of law arising from the event(s);
4. They SHALL defend the Town against any claim for any injury alleged to arise from any event(s) that are the subject of the application;
5. They SHALL -- if required by the Town Manager -- take out up to one million dollars (\$1,000,000) liability insurance policy or greater (with terms to be reviewed and approved by the Town Manager) naming the Town as additional insured for claims arising from the event(s).
6. They WARRANT and GUARANTEE to the Town they (a) have all required authority to apply for this permit; (b) are the event(s) contacts for the Town; and (c) are the responsible person(s) and entity(ies) for complying with the conditions and terms of the permit and this application.

I have read and understand the event provisions set out in this application and agree to conduct the event in accordance with these requirements. I agree to provide corrected information should there be any change in the information provided herein.

Applicant(s) Signature

Date

Local Phone Number

Property Owner(s) Signature

Date

Local Phone Number

Approval Signatures

DATE

Police Chief: _____

Fire Chief: _____

Director of Operations: _____

Director of Planning: _____

Town Manager: _____

Comments:

EXAMPLE OF SITE PLAN

PARKING

