

BOROUGH OF DOWNINGTOWN
MASS GATHERING APPLICATION FOR PERMIT

The applicant must request and attend a meeting with the Police Chief or an official Police Department designee prior to the submission of the application. This application must be submitted to the Borough no less than 60 days prior to the proposed activity.

Name of Applicant:	Address:
Name of Organization:	
Phone No.:	Email:
Name of Event:	Date of Application:
Location of Gathering:	
Name & Address of Owner of above Location:	
Date of Mass Gathering/Event:	Time of Mass Gathering:
Expected Number of People:	
Please state the type, number and location of any radio device, sound amplifier, loudspeaker, sound track or other similar sound equipment:	
Please state the precautions to be utilized for fire protection and a map specifying the location of fire lanes and water supply for fire control:	
Please state whether any outdoor lights or signs are to be utilized, and if so, a map showing the number, location, size, type and illuminating power of such lights and signs.	
Please state whether the facilities are available for emergency treatment for any person who might require immediate medical or nursing attention.	

PLEASE NOTE THAT NO VEHICLES ARE ALLOWED IN THE PARK AT ANY TIME

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Each applicant shall submit a plan or drawing to scale the method and manner in which:

1. Sanitation facilities are to be provided for the disposal of human wastes.
2. Water to be supplied, stored and distributed to those persons attending.
3. The layout for any parking area for motor vehicles, including the means of entering and exiting to such parking areas.

Will food or beverages be prepared, sold or distributed? _____ If so specify the manner of preparation and distribution, and the method of disposal of garbage, trash, rubbish, etc.:

Other required information:

Permit Fees: **\$25.00 - At least 150 or less than 250 participants**
 \$50.00 - At least 250 or less than 500 participants
 \$100.00 - 500 participants and over

Proof of liability insurance, naming the Borough of Downingtown, its officers and employees as additional insured parties, is necessary with limits of not less than \$1,000,000.

Please refer to a copy of Ordinance No. 93-6 as amended by Ordinance No. 94-12 for additional information.

Signature: _____
 Applicant

Date: _____

FOR BOROUGH USE ONLY

Fee Paid: _____ Date: _____ COI Rec'd _____ Date: _____

Police Department:

Approved _____ Rejected _____ Date: _____

REASON: _____

Public Works:

Approved _____ Rejected _____ Date: _____

REASON: _____

By Borough Manager:

Approved _____ Rejected _____ Date: _____

REASON: _____