

PUBLIC ASSEMBLY PERMIT APPLICATION

This application is applicable to any form of public entertainment expected to attract **two hundred fifty (250) persons or more.**

\$25.00 I&M Advert. Fee
\$25.00 Application Fee
Paid: yes no

SECTION 1: {to be completed by the applicant}

Name of Applicant: _____

Address of Applicant: _____ Email Address: _____

Name of Event: _____ **Phone:** _____

Location of Event: _____ **Type of Event:** _____

Date of Event: _____ **Hours of Event:** _____

Description of Event: _____

Estimated number of people in attendance: _____

I hereby declare that I will comply with the stipulation as outlined below in accordance with MGL Chapter 140 §181 and with the Town of Nantucket Code Chapter 105 §6 -13.

Signature of Applicant

Date

Please Circle Appropriate Answer

Road(s) closed? Yes No

Tent or Structure to be erected? Yes No

Sidewalk(s) blocked? Yes No

Food to be served? Yes No

Have you done this on island before? Yes No If yes, when? _____

Clean up Plans: _____

A public hearing before the Board of Selectmen is required and must be advertised in *The Inquirer and Mirror* newspaper for two weeks prior to the date of the public hearing. A qualified representative of the event must attend the public hearing. Please submit a check, payable to **The Inquirer and Mirror**, in the amount of \$25.00 and a check, payable to **Town of Nantucket**, in the amount of \$25.00 with this application. A cover letter should accompany the application explaining the details of the proposed event.

Applicant is required to clean up after the event and return property to its original state.
The public entertainment contained in this application must be fully accessible to people with visual or communication disabilities.

This application shall be filed not less than 60 days before the date on which the event is to occur. Where good cause is shown, the Board of Selectmen shall have the authority to consider an application hereunder which is filed less than 45 days before the date such event is proposed to be conducted. ***See attached copy of pertinent section of the public entertainment bylaw.**

SECTION 2: {Applicant must obtain the following information and signature approvals from Departments below}

FINANCE DEPARTMENT Phone: 508-228-7209 Fax: 508-228-7218 22 Federal Street

Indemnification, Insurance, and/or releases necessary? Yes No Please Specify: _____
Insurance Type/Amount Necessary

Department Signature *Date*

POLICE DEPARTMENT Phone: 508-228-1212 Fax: 508-228-7246 20 South Water Street

Police Detail Required? Yes No Number of Officers Needed: _____
Comments: _____

Department Signature *Date*

FIRE DEPARTMENT & EMERGENCY PREPAREDNESS Phone: 508-228-2323 Fax: 508-325-7500
131 Pleasant Street.

EMT Personnel Necessary? Yes No # of EMT Personnel Necessary: _____

Comments: _____

Department Signature

Date

HEALTH DEPARTMENT Phone: 508-228-7226 Fax: 508-325-7556 37 Washington Street

Number of Lavatories Necessary: _____ Food Permits required? Yes No

Comments: _____

Department Signature

Date

MARINE AND COASTAL RESOURCES DEPARTMENT Phone: 508-228-7261 Fax: 508-325-5388
34 Washington Street

Is a boat required? Yes No Number of personnel to staff the boat: _____

Comments: _____

Department Signature

Date

BEACH MANAGER Phone: 508-325-5348 Fax: 508325-5388 37 Washington Street

(If the event is on Town-owned beach, signature of BEACH MANAGER is required)

Comments: _____

Department Signature

Date

PARK & RECREATION DEPARTMENT Phone: 508-228-7214 Fax: 508-325-5347
2 Bathing Beach Rd at Jetties Beach

(Signature need if event occurs on Park & Recreation property)

Comments: _____

Department Signature *Date*

DEPARTMENT OF PUBLIC WORKS Phone: 508-228-7245 Fax: 508-228-7289
DPW Office: 188 Madaket Rd, 2nd White Gate

Comments: _____

Department Signature *Date*

SECTION 3: Applicant must return completed application, cover letter and checks to the Town Administration Office, 16 Broad Street, Nantucket, MA 02554

This application is hereby: APPROVED DENIED

C. Elizabeth Gibson, Town Manager *Date*

Date of Board of Selectmen Action: _____

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| PC: Finance Department (Insurance Coordinator)
Police Department
Fire/Emergency Preparedness Department
Health Department
Department of Public Works | Marine & Coastal Resources Department
Beach Manager
Park and Recreation Department
Visitors Services
NRTA |
|---|---|

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