

For Kennett Township use ONLY: Date approved by Supervisors: _____
 Date Insurance Cert. received: _____
 Bond/LOC/Deposit received: _____
 Permit Number Issued: _____

KENNETT TOWNSHIP
APPLICATION FOR A PERMIT TO CONDUCT A
SPECIAL EVENT, ATHLETIC EVENT, ENTERTAINMENT EVENT OR POLITICAL EVENT

DATE: _____

Name of Event: _____

Date(s) of proposed activity: From _____ ; to _____
 Month/Day/Year Month/Day/Year

Times:

Begin set up at: _____ am or pm; Event start time: _____ am or pm
 (circle one) (circle one)

Event end time: _____ am or pm; Clean-up ends: _____ am or pm
 (circle one) (circle one)

Purpose of event: _____

Individual and/or organization sponsor(s): _____

Address: _____

Phone number (include area code): Day _____; Evening _____

Email: _____ Cell Phone#: _____

This is an application for a permit to conduct a: (Check One) Special Event _____
Athletic Event _____ Entertainment Event _____ Political Event _____

Location (s) of proposed activity:

Streets to be closed? () Yes () No; If yes, which streets and location: _____

Certificate of insurance required? () Yes () No

Is food or beverages being sold and/or served? () Yes () No ***NOTE: If serving food you must contact the Chester County Health Department at 610-344-5938.***

Estimated maximum number of participants: _____

Cleanup must be provided for the area by the applicant. STREETS and SIDEWALKS MUST BE CLEANED of ALL GREASE.

The Commonwealth of Pennsylvania requires all special events held in the Township to recycle all #1 thru #7 plastics; clear, brown and green glass; cans and cardboard. You will need to assign this duty to a specific volunteer.

Name and contact information of the person (s) in charge of recycling:

Person in charge of activity (One person must be listed as in charge of the activity. If different individuals are to be in charge of various activities at different locations, each must be listed.

Person(s) in charge: _____

Address: _____

Phone Number(s): _____

Email Address: _____

Plans for proposed activity (List complete details of all events, times for activities and proposed route of any run, march or parade for the safety and welfare of the Township so it may be coordinated with the Township Police.)

Applicant agrees to pay all extraordinary Township expenses caused by the activity, such as Police, Fire Police, Roadcrew, etc.

Signed and agreed by _____

Attached is Ordinance No. 184 which regulates all Special Events and Resolution 2009-10 listing the fees for extraordinary costs.

APPLICATION IN NOT VALID UNLESS FULLY COMPLETED AND SIGNED:

Print Name of person filing application

Signature of person filing application

Position of person filing application

Address of person filing application

Daytime phone number

Evening phone number or Cell phone

Email address

(THE PORTION BELOW THIS LINE IS FOR TOWNSHIP USE ONLY)

Township Manager

Chief of Police

Roadmaster

Does this event require the presence of Kennett Township Police or Roadcrew? _____

Fee for Township services _____