

**SPECIAL PERMIT
MASS GATHERINGS**

DATE OF APPLICATION: _____ **DATE OF EVENT:** _____

TIME OF EVENT: _____

DURATION OF EVENT: _____

NAME - ADDRESS - PHONE # & SOCIAL SECURITY # OF APPLICANT:

INDIVIDUAL OWNER _____

PARTNERSHIP(ALL PARTIES) _____

CORPORATION(ALL PARTIES) _____

**LEGAL NAME & ADDRESS OF PERSON OR PERSONS UPON WHOM LEGAL
NOTICE MAY BE SERVED:** _____

TYPE OF EVENT: _____

WILL EVENT BE HELD INDOORS OR OUTDOORS _____

WILL PUBLIC ADDRESS SYSTEM BE USED _____

NAME AND ADDRESS OF PERFORMER/GROUP _____

HOW IS EMPLOYMENT COVERED

CONTRACTUAL _____ **EMPLOYEE AGREEMENT** _____

LOCATION OF EVENT _____

NAME & ADDRESS OF PROPERTY OWNER _____

IS LETTER OF PERMISSION FROM PROPERTY OWNER ATTACHED? _____

NUMBER OF PERSONS EXPECTED TO ATTEND EVENT _____

MEANS OF ACCOMMODATING PERSONS AS TO:

- **FOOD** _____
- **BEVERAGES – ARE ALCOHOLIC BEVERAGES TO BE SERVED** _____
PLEASE ATTACH COPY OF LIQUOR LICENSE.
- **SHELTER(IF OVERNIGHT STAY REQUIRED)** _____
- **FACILITIES FOR TOILET & OTHER PERSONAL SANITARY NEEDS FOR MEN & WOMEN** _____
- **EMERGENCY FIRST AID** _____
- **PARKING OF CARS (SHOWING MEANS OF INGRESS, EGRESS & PARKING AREAS** _____

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- **PROVISION FOR PUBLIC SAFETY, GUARDS OR SPECAIL POLICE ASSITING IN CONTROL TRAFFIC AND SUPERVISION OF PERSONS ATTENDING EVENT** _____
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APPLICANT’S SIGNATURE _____

DATE _____

CHIEF OF POLICE APPROVAL _____

DATE _____

CHIEF OF POLICE DISAPPROVAL _____

DATE _____

BUILDING DEPARTMENT APPROVAL _____

DATE _____

INSTRUCTIONS TO APPLICANT

- APPLIATION MUST BE FILED WITH THE TOWN CLERK OF THE TOWN OF STOY POINT, 74 EAST MAIN ST., STONY POINT, NY 10980 AT LEAST FORTY-FIVE (45) DAYS PRIOR TO THE DATE OR DATES OF EVENT.
- A PUBLIC HEARING WILL BE HELD WITHIN THIRTY (30) DAYS AFTER SUBMISSION OF APPLICATION, PURSUANT TO THE PUBLICATION OF A NOTICE OF HEARING, PUBLISHED AT LEAST ONCE IN THE OFFICIAL NEWSPAPER OF THE TOWN AT LEAST TEN (10) DAYS PRIOR TO THE HEARING.
- APPLICANT MAY BE REQUIRED TO POST A BOND SUITABLE TO THE TOWN BOARD AS TO AMOUNT AND SURETY TO ENSURE CLEANUP AND RESTORATION OF THE AREA WITH IN 48 HOURS AFTER THE CLOSE OF THE EVENT.
- LETTER OF PERMISSION FROM PROPERTY OWNER MUST BE ATTACHED.
- COPY OF LIQUOR LICENSE MUST BE ATTACHED IF ALCOHOLIC BEVERAGES ARE TO BE SERVED.