

# Community Festival Event Permit Application Form

Use this **community festival event permit form** sample to streamline the application process for organizing local festivals. It ensures compliance with municipal regulations and promotes a safe, well-coordinated event.

## 1. Applicant Information

Organization Name

Contact Person

Organization Address

Phone Number

Email Address

## 2. Event Details

Festival/Event Name

Date(s) of Event

Event Start Time

Event End Time

Event Location/Address

Estimated Attendance

Brief Description of Event

## 3. Event Features

Check all that apply:

### **Food Vendors**

### **Amusement Rides**

### **Live Entertainment/Stage**

### **Alcohol Sales/Service**

### **Road Closure**

### **Other (Please Specify Below)**

## **4. Safety & Security**

### **Describe Security Arrangements**

### **Describe Emergency Plan/First Aid Arrangements**

## **5. Required Attachments**

- Site plan/layout diagram
- Proof of insurance
- List of vendors/participants
- Additional permits (if applicable)

## **6. Applicant Declaration**

I declare that the information provided is true and correct. I agree to comply with all municipal bylaws, safety regulations, and permit conditions.