

TOWN OF CASCO

Mass Gathering License Application

(Minor, 250 to 499 persons Major, 500 or more persons)

For office use only

Date filed: _____
Fee paid: _____
Date Ordinance Received: _____
Publication Dates: _____
Publication Names: _____
Public Hearing Date: _____
Issued/Denied: _____

Application Fees:
Non-profit, minor \$1.00 _____
Non-profit, major \$1.00 _____
For-profit, minor \$100.00 _____
For-profit, major \$250.00 _____

This application must be filed with the Town Clerk not less than sixty (60) days before the date of the event. Application must be accompanied by a non-refundable application fee as indicated above.

Name of Applicant (or name of organization and authorized agent): _____

Is applicant a not-for-profit organization? _____ (If yes, attach a copy of State of Maine and IRS tax exempt certificates.)

Address of Applicant: _____ Home Telephone # _____
Work Telephone # _____

Name of Event: _____

Location where event will be held: _____

Is this property owned by the applicant? _____ (If no, attach a copy of the contract with or letter of authorization from the owner allowing use of the property for the event.)

Name of Promoter (if different from above): _____

Telephone #: _____ Address: _____

Date(s) of Event: _____ Time (start and finish times): _____

Expected Attendance: _____

Description of Event (Attach additional sheets if necessary.): _____

Will food be sold and/or served at this event? _____

Will alcoholic beverages be sold and/or served at this event? _____

Description of Property:

- A. Seating capacity: _____ permanent _____ temporary _____ other
- B. Standing room: _____ square feet
- C. Number of toilets available: _____ permanent _____ portable
- D. Number of parking spaces available: _____ on site _____ off site
- E. Are all parking lots lighted? (Applicable only if event runs into evening hours.)
_____ yes _____ no If no, which lots are not lighted? _____

- F. Source of potable water: _____
- G. Refuse containers available; number and size: _____
- H. Name of refuse disposal company. (Attach copy of agreement to pick up refuse or describe plan for proper disposal of waste.)

- I. When will refuse be picked up? _____

Public Safety:

- J. Describe first aid/medical personnel and provisions: _____

- K. Describe fire/emergency equipment and availability: _____

- L. Describe communication system: _____

- M. Number of certified police officers: _____
- N. Other security personnel (provide company name and qualifications): _____

Traffic Plan:

- O. Description of routes persons attending the event are likely to take, include number of traffic controllers and deployment descriptions. _____

P. Describe methods used to publicize alternate routes of reaching the scene of the event.

Q. Provide statement of availability of private towing firms to remove disabled vehicles. _____

Other:

R. Name of liability insurance carrier (Attach proof of insurance.) _____

S. Type of performance guarantee (i.e., escrow account, letter of credit): _____

I have received a copy of the Mass Gathering Ordinance of the Town of Casco, and hereby submit this application, which is true and complete to the best of my knowledge and ability.

Signature of Applicant

Reviewed by: (Name and Date)

_____	_____ (Town Clerk)
_____	_____ (Code Enforcement Officer)
_____	_____ (Fire Chief)
_____	_____ (Rescue Chief)
_____	_____ (Public Works Director)

Approved by: (Town Manager or Selectmen's name(s), as appropriate, and date)
