

APPLICATION FOR PUBLIC SHOWS, PARADES, AND FESTIVALS CITY OF MORAINE

Name of Organization:		
Name of Applicant:		
Address:		
City:	State:	Zip Code:
Insurance Information – See attached for requirements		
EVENT INFORMATION		
Location/Address of Event:		
Name of Property Owner:		
Date(s) of Event (not to exceed 5 days):		
Beginning/Ending Hours of Event (Events Permitted from 7am-11pm):		
Tent Permit #:	Number of tents or temporary structures:	
Montgomery County Electric Permit #:		
Description of Event:		
The following items must be attached to this application:		
<ol style="list-style-type: none"> 1. Written permission from the owner of the property the event is to be held on. 2. Site plans of the area to be used. Show proposed and existing parking areas, existing buildings on lot, street right-of-ways, driveway openings, and tent locations. 3. A copy of a Tent Permit, if tents or other temporary structures are to be used. Apply within the Building and Zoning Department. Tent permit application must include a description of use(s), number of tents, size(s), location(s) on lot, and flammability certificates. 4. A copy of an Electric Permit, if electric is to be used. Apply with Montgomery County 937-225-4622 		
<p>Submit application and attachments to The City of Moraine's Building and Zoning Department, 4200 Dryden Rd. Moraine, OH 45439. Permit fee shall be \$25 for each day the event is held.</p>		
Name of Applicant (please print):		Phone:
Signature of Applicant:		Date:
Permit Fee:		Date Paid:

OFFICE USE ONLY

Reviewed By	
Chief of Fire	Date Approved:
Chief of Police	Date Approved:
Building & Zoning	Date Approved:
Parks & Recreation Director	Date Approved:
Authorized By	
City Manager	Date Approved: