



TOWN OF
Ogden
 COUNTY OF MONROE
 STATE OF NEW YORK

Public Assembly Permit Application

This application must be received at least thirty (30) days prior to the date the assembly shall occur.

Name of Applicant _____ Phone no. _____ Age _____

if applicant is a corporation list corporation name and names & addresses of its directors and officers

Address of Applicant _____

Name, Address & record owner of property where the assembly and use shall occur:

include written permission from property owner

Proposed dates and hours _____

Anticipated Peak attendance on site at any one (1) time _____

Purpose of the Assembly & Use (including the nature of the activity and the admission to be charged, if any)

This application must include:

1. \$50.00 application fee
2. Site Map: show zoning and event set-up
3. Comprehensive Liability Insurance Policy five hundred thousand dollars (\$500,000) to one million dollars (\$1,000,000) for bodily injury or death and limits of not less than five hundred thousand dollars (\$500,000) for property damage
4. Any statements or information pertinent to this application as required by the Town Code, Chapter [148-3](#)

The Chief of Police, Supervisor/Town Board and Highway Superintendent shall review this permit application. It may be denied, if, in the opinion of the Police Chief and/or Town Board, that the conduct of the assembly on the date requested would unduly interfere with the proper protection, safety, health, welfare and well-being of the citizens of the Town of Ogden. In the event of the denial of this permit, the Town Clerk shall advise the applicant, in writing, of the reason or reasons of the denial.

Any permit issued to the provisions of this Article shall be valid only for the date and hours specified thereon and for no other date or times whatsoever.

Approved _____ Denied _____ Chief of Police Signature _____

Approved _____ Denied _____ Supervisor/Town Board Signature _____

Approved _____ Denied _____ Highway Superintendent Signature _____

Denial Reason _____

Applicant signature

Date

Town Clerk signature

Date of issuance

SEAL