



APPLICATION FOR A MASS GATHERING LICENSE TOWN OF GRAY MAINE

For Office Use Only

Date Received: _____

Received by: _____

Amount Paid: _____

Date Paid: _____

Under Chapter 215 of the Codified Ordinances of the Town of Gray, an application for a Mass Gathering License must be completed and submitted to the Town Offices no less than seventy five (75) days prior to any event where attendance is expected to exceed 1000 persons.

APPLICANT INFORMATION

Name		E-Mail Address	
Street Address		Phone Number	
City/State/Zip			

EVENT

Date of Event

Location/Address of Event:

Description of Event:

Is the applicant the same entity that will organize and operate the event?

Yes

No

If no, provide name, address, contact numbers of the event organizers and those who will be in charge of running the event(s). Information about organizers and operators will be required to be part of the application process including attendance of the public hearing for the license.

Are any hazardous or toxic materials involved in any of the events?

If yes, please supply a Material Safety Data Sheet (MSDS) for each substance.

Yes

No

Are wild animals included in any part of the event(s)?

If yes, please list:

Yes

No

How will event(s) attendees be informed of locations for restrooms, safety, and hours of the events?

Applicant checklist to be completed before a licensing Public Hearing

APPLICANT MUST INCLUDE:	RECEIVED
A contract with a refuse collection company or other responsible plan for removal of trash and recyclables	<input type="checkbox"/>
Proof of applicant's liability insurance	<input type="checkbox"/>
Vendor permits	<input type="checkbox"/>
Off-premises Liquor License via a catering license if applicable	<input type="checkbox"/>
Special Amusement Permit Application if applicable	<input type="checkbox"/>
Game of Chance Permit application if applicable	<input type="checkbox"/>
Written proof that the applicant is the owner of the property at which the Mass Gathering is to be held, OR a letter proving ownership, and with written permission from the owner of the property at which the Mass Gathering is to be based.	<input type="checkbox"/>
Post a performance guaranty / bond to ensure prompt cleanup of the grounds and payment for damages to public or private property in the area of the event. Within ten (10) days following the mass gathering, the Town shall release the performance guaranty upon receipt of proof that the operator / licensee has paid all clean up and public costs associated with the mass gathering.	<input type="checkbox"/>
At the licensee's expense, hire either municipal or private police & security and / or fire / rescue personnel deemed necessary by the Director of Public Safety or his designees upon his review of the application. Fees for municipal personnel are contained in the Municipal Fee Schedule.	<input type="checkbox"/>
Demonstrate by means of a written, descriptive plan that facilities will be provided at the proposed site to protect the health or attendees, including; <ul style="list-style-type: none"> • Waste disposal; • Fire, rescue, and police personnel and equipment; • Water supplies; • Communication system; • Demonstrate by means of an illustrative, scaled plot plan, that adequate parking spaces will be available; • Provide a plan showing, in sufficient detail, how crowd security and police protection of private property will be accomplished. 	<input type="checkbox"/>
Public toilet facilities.	<input type="checkbox"/>
Provide a plan for evacuating the site in the event of a natural disaster or other civil emergency.	<input type="checkbox"/>
APPLICANT MAY BE ASKED TO INCLUDE:	
History of prior event(s) applicant has conducted with references	<input type="checkbox"/>
DEP approval	<input type="checkbox"/>
Adequate night lighting with buffers	<input type="checkbox"/>
Soil erosion and road deterioration cleanup plan	<input type="checkbox"/>
Neighboring property damage cleanup plan	<input type="checkbox"/>

SIGNATURES

We the undersigned have reviewed Chapter 215 Mass Gathering Ordinance of the Town of Gray and represent that all of the Principles, Applicants, Organizers and Event Operators understand what is required to obtain a Mass Gathering License from the Town of Gray and will perform all of the requirements related to the event(s) associated with this application.

Applicant Signature(s):

Date:

NOTE: THIS APPLICATION WILL BE REVIEWED BY PUBLIC SAFETY, PUBLIC WORKS, THE CODE ENFORCEMENT OFFICER AND THE GRAY TOWN COUNCIL PRIOR TO ANY PUBLIC HEARING FOR THE LICENSE.

Public Safety Approval

Signature/Title:

Date:

Public Works Approval

Signature/Title:

Date:

Code Enforcement Officer Approval

Signature/Title:

Date:

Town Council Approval

Date:

Councilor Signature:

Councilor Signature:

Councilor Signature:

Councilor Signature:

Councilor Signature: