

# Village of Monticello

2 Pleasant Street  
Monticello, NY 12701  
Ph:(845)794-6130  
Fax:(845)794-2327

## PERMIT APPLICATION

(PROCESSIONS-PARADES-STREET FAIRS-MARATHONS-FIREWORKS)

{Shall be filed with the Village Clerk no less than 30 days prior to the date of the event, not including Holidays & Sundays}

Permit Number: \_\_\_\_\_

Permit Fee Paid: \_\_\_\_\_

Applicant:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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Type of Event: \_\_\_ Procession \_\_\_ Parade \_\_\_ Street Fair \_\_\_ Marathon \_\_\_ Fireworks  
(Check Appropriate Event)

Date(s) of Event: \_\_\_\_\_ Hour(s): \_\_\_\_\_

Rain Date: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Chairperson(s) of Event: \_\_\_\_\_

Contact Telephone Number(s): \_\_\_\_\_

Please Provide the Following Information (if Applicable):

Number of expected participants: \_\_\_\_\_

Number of expected staff: \_\_\_\_\_

Location of Event: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Is location on private or municipal property? \_\_\_\_\_

Purpose of Event: \_\_\_\_\_

\_\_\_\_\_

Brief Description of Event: \_\_\_\_\_

\_\_\_\_\_

Will there be any temporary structures involved? (ie: tents, seating, etc.) \_\_\_ Yes \_\_\_ No

If yes, please describe: \_\_\_\_\_

\_\_\_\_\_

Special requirements, if any: (ie: Traffic Control, Barricades, etc.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village Clerk's Signature

\_\_\_\_\_  
Date