

### **TOWN OF ANDOVER EVENT PERMIT**

To be filed at least 90 days prior to any event with the potential to create ANY of the following conditions:

- Use of municipal property, equipment, or services
- Impediment to travel on any public road
- 10 or more vehicles parked on any public road
- 20 or more pedestrians at one time on any public road
- Unusual risk of injury, fire, etc.

Name of Event	
Description of Event	
Date(s) of Event	
Rain Date	
Hours of Event	
Roadways to be affected	
Municipal property/services requested	
Number of Participants expected	

#### **EVENT CONTACT INFORMATION**

Contact Person	
Contact's Address	
Contact's Phone Number(s)	
Contact's Email	
Contact's Fax Number	
DATE SUBMITTED	

#### **OFFICE USE: PUBLIC SAFETY APPROVALS**

Fire Chief Approval	
Resident Trooper Approval	
Emergency Management Coordinator Approval	
DOT Road Closure Permit Obtained	