TOWN OF ORANGE
ONE-DAY EVENT
PERMIT APPLICATION
For Use of All Public Places
(Fairs, Parades, Concerts, Etc.)

FEE: $10

APPLICANT’S NAME: ____________________________________________

CLUB/ORGANIZATION/BUSINESS NAME: ___________________________

ADDRESS: __________________________ PHONE: ___________________

LOCATION OF EVENT (if different than applicant): ____________________

PROPERTY OWNER’S NAME (if different than applicant): ________________

Town of Orange __________

__________________________________________  _______________
APPLICANT’S SIGNATURE DATE

DATE OF EVENT: _______________ HOURS OF THE EVENT: ____________

NUMBER OF PEOPLE EXPECTED TO ATTEND THE EVENT: ________________

BRIEF DESCRIPTION OF THE EVENT: ________________________________

_________________________________________________________________

WILL YOU BE SERVING/SELLING FOOD, BEVERAGES, OR ALCOHOL? ________

PLEASE DESCRIBE: ________________________________________________
(Additional Permits may be required for events that include food and/or alcohol)

CONTACT NAME AND TELEPHONE NUMBER FOR THE DAY OF THE EVENT:

_________________________________________________________________

*A Sign-Off Sheet is required to be submitted with this application before it will be placed on the Board of
Selectmen’s Agenda for approval.
TOWN OF ORANGE

LICENSE/PERMIT ROUTING SHEET

Applicant's Name ___________________________ Date __________________

Applicant's Address _________________________ Applicant's Phone __________

Type of License/Permit Applied For ________________________________

Location of Event ___________________________ Date/Time __________________

It shall be the applicant's responsibility to circulate this routing sheet to the Town Department(s) that are checked for review and to return the form to the Selectmen's Office along with the permit application form and appropriate fee. If the required signatures are not obtained, no Permit/License shall be granted.

Board of Health: ___________________________ Date: __________________
(978) 544-1107
Comments: ________________________________________________________

Bldg Insp./Zoning: __________________________ Date: __________________
(978) 544-1105
Comments: ________________________________________________________

DPW: __________________________ Date: __________________
(978) 544-1111
Comments: ________________________________________________________

Fire Dept: __________________________ Date: __________________
(978) 544-3145
Comments: ________________________________________________________

Police Dept: __________________________ Date: __________________
(978) 544-2129
Comments: ________________________________________________________

Wiring Insp: __________________________ Date: __________________
(978) 544-1105
Comments: ________________________________________________________

Other: __________________________ Date: __________________
Comments: ________________________________________________________