



**PERMIT APPLICATION
OUTDOOR ASSEMBLY EVENT**

APPLICATION DATE _____
PERMIT # _____

APPLICANT/EVENT MANAGER INFORMATION:

NAME _____ PHONE (cell/home) _____

ADDRESS _____

PROPERTY OWNER INFORMATION (if different from applicant):

NAME _____ PHONE (cell/office) _____

ADDRESS _____

EVENT INFORMATION:

EVENT START DATE: _____ EVENT END DATE: _____ EVENT TIME(S): _____

ESTIMATED NUMBER OF PARTICIPANTS: _____

DESCRIPTION OF EVENT (Including any temporary signage):

WILL EVENT USE A TENT THAT IS GREATER THAN 400 SQUARE FEET? [] YES [] NO
-if yes, complete and submit Temporary Tent permit application form with this application

THE FOLLOWING ARE REQUIRED TO BE SUBMITTED WITH THIS APPLICATION (if applicable):

___ Event Diagram – Lane must be left open for Emergency Vehicle ingress/Egress. Unobstructed access to fire Hydrants, drafting sources and other fire protection features shall be maintained at all times

___ Public Safety Plan

___ Temporary Tent Permit Application (if tent being used)

Signature of Applicant

Signature of Property Owner (if different)

Town of Webster
Office of the Fire Marshal
Office (585)872-7040 • Fax (585)872-1352
Firemarshal@ci.webster.ny.us
Revised: 4/2022

(for office use only)
Application Approved? [] Yes [] No
Date: _____
Reviewed By: _____