



Town of Southwest Harbor

Revised July 2014

SPECIAL EVENT APPLICATION

Application Fee- \$10

NOTE – Applications are due **30 days** prior to major events

PERMIT#: _____ DATE OF EVENT: _____

LOCATION OF THE EVENT: _____

DATE APPLICATION RECEIVED: _____

APPLICANT: _____
(Print) (Signature)

MAILING ADDRESS: _____

PHONES: _____
(Home) (Business) (Cellular)

OTHER CONTACT INFORMATION: _____
(Email) (Fax)

AGENT INFORMATION (if different from applicant): _____
Name (please print)

Phone: _____ Email: _____ Fax: _____

The following Town Services may be required:

- Public Works Police Department Fire Department Harbor Master
- 244-7915 244-7911 244-7911 244-7913

Please use the sheet attached for a detailed description of your event

Return the completed application to the SWH Town Office located at 26 Village Green Way, or mail, along with applicable fees, to: P.O. Box 745, Southwest Harbor, ME 04679

Public Works Date Police Department Date

Fire Department Date Harbor Master Date

Town of Southwest Harbor

Special Event application Page Two

Please check off all that apply:

- | | | | |
|----------------|--------------------------|-----------------|--------------------------|
| Fireworks | <input type="checkbox"/> | Entertainment | <input type="checkbox"/> |
| Parade | <input type="checkbox"/> | Amplified Music | <input type="checkbox"/> |
| Function > 300 | <input type="checkbox"/> | Festival | <input type="checkbox"/> |
| Farmers Market | <input type="checkbox"/> | Marathon | <input type="checkbox"/> |

Note: All fireworks

Please describe all items checked above in detail:

Describe what Town services, if any, will be required.

DEPARTMENT USE ONLY:
