

**FESTIVALS AND MASS  
ASSEMBLIES PROCEDURES**

**This application must be submitted at least 30 days in advance of the Assembly**

1. The name, age, residence and mailing address of all persons required to sign the application and in the case of a corporation a certified copy of the certificate of incorporation, together with the name, age, residence and mailing address of each person holding ten percent (10%) or more of the stock in said corporation. (See Attachment "A") **Attach additional sheets if needed.**

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

Residence: \_\_\_\_\_

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

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

Residence: \_\_\_\_\_

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

2. The name, age, residence and mailing address of all person contributing five hundred dollars (\$500.) or more to the production of the said assembly. **Attach additional sheets if needed.**

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

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

3. The address and legal description of all property upon which the assembly is to be held, together with name, residence and mailing address of the record owner or owners of all such property.

\_\_\_\_\_

4. Proof of ownership of all property upon which the assembly is to be held or statement made upon oath or affirmation by the record owner or owners of all such property, that the applicant has permission to use such property for an outdoor assembly of one thousand (1,000) or more persons. (See: Attachment "B")
5. The nature or purpose of the assembly.

\_\_\_\_\_

6. The total number of days and/or hours during which the assembly is to last.

Number of Days: \_\_\_\_\_ Hours: \_\_\_\_\_

7. The maximum number of persons the applicant shall permit to assemble at any time is not to exceed the maximum number which can reasonable assemble at the location of the assembly, in consideration of the nature of the assembly. \_\_\_\_\_  
\_\_\_\_\_
8. The maximum number of tickets to be sold, if any. \_\_\_\_\_
9. The plans of the applicant to limit the maximum number of people permitted to assemble.  
\_\_\_\_\_  
\_\_\_\_\_
10. The plans for fencing the location of the assembly and the gates contained in such fence.  
\_\_\_\_\_  
\_\_\_\_\_
11. The plans for supplying potable water, including the source, amount available and location of outlets.  
\_\_\_\_\_  
\_\_\_\_\_
12. The plans for providing toilet and lavatory facilities including the source, number and location, type and means of disposing deposits of waste.  
\_\_\_\_\_  
\_\_\_\_\_
13. The plans for holding, collecting and disposing of solid waste material.  
\_\_\_\_\_  
\_\_\_\_\_
14. Plans of provide medical facilities, including the location and construction of the structure, the name and addresses and also availability of all physicians and nurses and provisions for emergency ambulance service.  
\_\_\_\_\_  
\_\_\_\_\_
15. The plans, if any, to illuminate the location of the assembly, including the source, amount of power and the location of land.  
\_\_\_\_\_
16. The plans for parking vehicles, including the size and location of lots, points of highway entry and interior roads, including routes between highway access and parking lots. Approved state permits must be furnished. \_\_\_\_\_
17. The plans for telephone service, including the source, number and location of telephones.  
\_\_\_\_\_
18. The plans for security, including the number of guards, the deployment, their names, addresses, credentials and hours of availability.  
\_\_\_\_\_

19. The plans for fire protection, including the number, type and location of all protective devices, including the alarms and extinguishers, number of emergency fire personnel to operate the equipment. \_\_\_\_\_
20. The plans for sound control and sound amplification if any, including the number, location and power of the amplifiers and speakers. \_\_\_\_\_
21. The plans for food concessions and concessionaires who will be allowed to operate on the grounds, including the names and addresses of all concessionaires and their license or permit numbers. \_\_\_\_\_

A bond, filed with the Clerk of Galloway Township, either in cash or underwritten by a surety company licensed to do business in New Jersey, in the amount of five hundred thousand dollars (\$500,000.) which shall indemnify and hold harmless this municipality or any of its agents, officers, servants and employees from any liability or cause of action which might arise by reason of the granting of this license, and from any damage incurred by trespass, vandalism or otherwise, and from any costs incurred in cleaning up any waste material produced or left by the assembly.

A public hearing shall be held on each application before each license shall be issued.

The statements contained herein are true and correct to the best of my knowledge.

Sworn and Subscribed before me  
 this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
 Applicant:

\_\_\_\_\_  
 Notary Public

**STOCKHOLDER LIST CERTIFICATION**

I certify that the list below contains the names and home address of all stockholders holding (10%) or more of the issued and outstanding stock of the undersigned (partnership) (corporation).

**Attest:** \_\_\_\_\_

\_\_\_\_\_  
Also, Print or Type Name

**Attest:** \_\_\_\_\_

\_\_\_\_\_  
Also, print or Type Name

\_\_\_\_\_  
**Corporate Name**

\_\_\_\_\_  
**Officer**

\_\_\_\_\_  
Also, Print or Type Name  
**Affix Corporate Seal**

\_\_\_\_\_  
**(Partnership)Name of Firm**

\_\_\_\_\_  
**Officer**

\_\_\_\_\_  
Also, Print or Type Name

**STOCKHOLDERS:**

**NAME:** \_\_\_\_\_

**HOME ADDRESS:** \_\_\_\_\_

- 4. Proof of ownership of all property upon which the assembly is to be held or statement made upon oath or affirmation by the record owner or owners of all such property, that the applicant has permission to use such property for an outdoor assembly of one thousand (1,000) or more persons.

Name of Property Owner: \_\_\_\_\_

Address of Assembly: \_\_\_\_\_

Block Number: \_\_\_\_\_ Lot Number: \_\_\_\_\_

I, \_\_\_\_\_ Property Owner of the above property do hereby give permission for \_\_\_\_\_ to use said property.

\_\_\_\_\_  
Property Owner

Sworn and Subscribed before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

1. Fee of \$100.00 per day
2. Application is made by applicant
3. Give copy of Application to Manager's Office to place on agenda.
4. Public Hearing is required before Council, and before license is issued
5. Application for license shall be processed with 21 days of receipt and shall be issued if all conditions are complied with
6. We will use the same license that we use for Yard Sales. A separate license is required for each day of the event