



Permit for Use of Sound Amplifying Equipment At Mass Outdoor Social Gatherings

(Outdoor mass gatherings of more than 100 persons)

Section 15-3-3 of the Code of the City of Harrisonburg requires that any person permitting or sponsoring a mass outdoor social gathering at which sound amplifying equipment will be used in the City secure a permit from the City Manager's Office. Applications for permit shall be filed with the City Manager's Office at least 15 days in advance. The contact person on the application (Lessee) must return this form in person to City Manager's Office, City of Harrisonburg, 409 South Main Street, Harrisonburg, VA 22801 and provide proof of identification. For more information, call 540-432-7701.

Please list all sponsors (host), owners, lessees and contact individuals. Use a separate attachment if necessary.

Contact Person	Name _____
For Event:	Address _____
(MUST BE LESSEE)	Phone _____ (cell) _____
	(email) _____
	<i>*This person must be in attendance and immediately available upon request. If event is at a residential property, at least one resident must be a contact person</i>
Event:	Location _____
	Date _____ Time _____
	Purpose _____
	Boundaries _____
	Surrounding Land Uses _____
	Expected Number of Attendees _____
Form of Identification Provided:	_____ # _____ Exp date: _____

Sponsor: Name _____
Home Address _____
Business Address _____
Phone _____ (cell) _____
(email) _____

Owner: Name _____
Address _____
Phone _____ (cell) _____
(email) _____

Add't contact
(if any) Name _____
Address _____
Phone _____ (cell) _____ (email) _____

Provisions:

No sound amplifications shall occur after 10:00 pm or before 10:30 am.

Please explain how you will address each of the following:

- Limitation of Amplified Sound _____
- Number of Toilet Facilities (One toilet facility per 50 people required) _____
- Number of Refuse Containers _____
- Parking/Transportation _____ Clean-up property by: _____
- How neighbors were informed: _____
- How many Monitors _____

The information contained here is true and correct to the best of my knowledge. I understand that as a contact person I am responsible for the event’s compliance with all applicable city ordinances, including parking, noise control, and the terms of this permit during the event. I certify that I have provided a copy of this completed application to the Owner/Management Company of the property and to each property adjoining the event location (including properties located across the street) or, if in an apartment or townhouse development, to the owner or the management company of the development. I certify that I have not been convicted of 2 or more violations of City Code Section 15-3-2 (Noise) or Section 15-3-3 (Mass Outdoor Social Gatherings), or a combination thereof within the past 12 months.

Property Owner or Lessee Date

Applicant/Contact Person Date

DELIVER TO:

City Manager’s Office
 City Hall, 3rd floor
 409 South Main Street
 Harrisonburg, VA 22801
 540-432-7701
Pamela.Ulmer@harrisonburgva.gov

OFFICE USE ONLY:

Action of City Manager or Designee

Approval ___ Disapproval ___ Date

Application received on:	BY:
PERMIT #	Violations checked:

USE THIS GRID TO DRAW THE PROPERTY WHERE THE EVENT WILL BE HELD
ALONG WITH WHERE THE DROP OFF AND PICK UP LOCATIONS ARE OR BRING
IN A GOOGLE MAP WITH THOSE NOTATIONS.

