

TOWN OF CONWAY
TEMPORARY EVENT PERMIT APPLICATION

Fee: \$25.00 total

PROPERTY OWNER: Name: _____

Mailing Address: _____

Daytime Phone #: (____) _____

BUSINESS/APPLICANT: Name: _____

Mailing Address: _____

Daytime Phone #: (____) _____

Email Address: _____

SITE IDENTIFICATION: PID: _____ Zoning District: _____

Street Address: _____

DESCRIPTION OF EVENT, LOCATION ON PROPERTY AND DATES

Description of Event: _____

Will there be a tent (greater than 120 s.f.)? No __ Yes__ If yes, attach copy of Fire Chief Approval.

Location on Property (Please include rough sketch): Attached: ____ **On Back:** ____

Dates (Max. 14 days per year/site): _____

SIGNAGE: In conjunction with approved Temporary Events – signage up to twenty (20) square feet in area may be displayed and this may take the form of a banner. The sign may only be displayed during the Temporary Event and has to be set back a minimum of five (5) feet from any platted right-of-way and ten (10) feet from all other property boundaries. Maximum sign height shall be eight (8) feet and maximum sign width shall be ten (10) feet.

Location and type of signage to be used: _____

CERTIFICATION

I hereby certify that all information presented as a part of this application is, to the best of my knowledge, correct.

Signature of Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____

OFFICE USE ONLY

Fee Submitted with Application: \$ _____ CASH: _____ CK#: _____

File Number: _____ Name: _____

Date of Decision: _____

Approved by: _____