



# Public Assemblies Permit

Required for gatherings of 2,000 or more individuals in a public place which the general public is permitted or invited to attend



Please complete this form and return (no later than 30 days prior to the event) to:  
Town of Hartford, 171 Bridge Street, White River Junction, VT 05001

Serving the Villages of Hartford•West Hartford•White River Junction•Wilder•Quechee  
website: www.hartford-vt.org  
Telephone: (802) 295-9353 Fax: (802) 295-6382

Applicant/Organization: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_ Hours of Event: \_\_\_\_\_ Estimated # of people \_\_\_\_\_

Location of Public Place where event will be held: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_ Phone #(s): \_\_\_\_\_

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

### Detailed Description of Event

(To include: purpose, arrangements for parking, crowd control, traffic safety and such other measures as will maintain the security and safety of the persons involved in the assemblage and the general public.)

**Separate Permits are required for: Fireworks Displays/Parades/ Liquor Control Board Festival and Special Events.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: Event Promoter \_\_\_\_\_

Signature: Landowner (if applicable) \_\_\_\_\_

Date \_\_\_\_\_

Signature: Landowner (if applicable) \_\_\_\_\_

**Services Requested:**  
(Please check all that apply)

**Please Describe Services Requested:**  
(Include outdoor amplification, temporary structures and blocking roads or streets)

Police  \_\_\_\_\_

Fire  \_\_\_\_\_

Public Works  \_\_\_\_\_

Recreation  \_\_\_\_\_

Zoning  \_\_\_\_\_