



SPECIAL EVENT PERMIT APPLICATION

CHARTER TOWNSHIP OF BROWNSTOWN
21313 TELEGRAPH ROAD
BROWNSTOWN, MICHIGAN 48183
(734) 675-0166

LOCATION: _____

EVENT DATE(s) _____

TYPE OF EVENT _____

Outdoor sale of ?, Celebration of ?, etc...

APPLICANT:

Name _____

Address _____

City/Zip _____

Phone _____ Fax _____

EMAIL _____

PROPERTY/BUSINESS OWNER:

Name _____

Address _____

City/Zip _____

Phone _____

TEMPORARY SIGN (if applicable, separate permit required) _____ YES _____ NO

ELECTRICIAN (if applicable, separate permit required) _____

PLEASE PROVIDE THE FOLLOWING ITEMS:

1. ___ Site plan of property showing where the event will take place – location and size of tent and any items outside of tent. Include measurement from existing structures and parking areas.
2. ___ Drawing of tent floor plan/layout including table/chair location or product location.
3. ___ Certificate of Flame Resistance for tent.
4. ___ Letter of permission from property owner (if other than applicant).
5. ___ Certificate of Insurance
6. ___ Copy of approval or bond from State of Michigan (if applicable)
7. ___ Copy of approval from Brownstown Fire Dept. (734-955-2600)
8. ___ Permit fee \$150.00

APPLICANT SIGNATURE _____

BUILDING OFFICIAL _____ DATE _____