

Township of Bern
1069 Old Bernville Road
Reading, PA 19605
610-926-2267

Public Gathering Permit Application

Date: _____

Legal Names, Addresses and Phone Numbers of Sponsors:

(If a corporation, attach Articles of Incorporation and Corporation Resolution authorizing application)
(If a Partnership or Joint Venture, list all partners or parties to the Joint Venture)
(Attach separate sheet if needed)

Legal Name and Address of the Owner and Person in charge of the property to be utilized:

(Attach separate sheet if needed)

Location and Address of the Property to be utilized:

(Attach separate sheet if needed)

Scheduled Date(s) of Event: _____

Number of People expected to attend the Public Gathering: _____

Duration of the Public Gathering: _____

ATTACHMENTS:

1. Attach either a program of the Public Gathering or a narrative statement detailing the purpose of the Public Gathering.
2. Attach a diagrammatic plan of the proposed site showing the following, as well as specific information relating to: temporary overnight accommodations for individuals, the locations and dimensions of the area where the gathering is to be conducted, areas for spectators and attendees, all structures either existing or to be constructed, proposed parking areas and service roads, potable water facilities, sanitary facilities and the providers thereof, sewage disposal facilities and the providers thereof, medical service facilities and the providers thereof, facilities for and distribution of security personnel and the providers thereof, facilities for food and beverage storage, preparation and service, lighting and other utility services, camping facilities (if applicable), and plans for enclosures (if applicable).
3. Attach copies of all applicable permits and licenses as required by State and County statutes, ordinances and regulations there under.

4. Attach examples of all proposed advertising for the Event.
5. Attach Certificates of Insurance, noting the Township of Bern as Certificate Holder or as Additional Insured, from an insurance company licensed to do business in Pennsylvania for Comprehensive General Liability or Special Event Public Liability insurance in the amount of at least \$5,000,000.00 (Five Million Dollars) for personal injury, \$500,000.00 (Five Hundred Thousand Dollars) for property damage and \$1,000,000.00 (One Million Dollars) for Liquor Liability Coverage for events that include alcohol.

Applicants agree that they shall abide by the terms and provisions of the Township of Bern Public Gathering Ordinance, as well as all laws, rules and regulations of the United States, the Commonwealth of Pennsylvania, the County of Berks and the Township of Bern

Name of Applicant: _____

Authorized Signature: _____

Printed Name: _____

Contact Phone Number: _____

DO NOT WRITE BELOW THIS LINE – FOR TOWNSHIP USE

APPLICATION REVIEW

- ___ 1. Attachments are complete and satisfactory.
- ___ 2. Sewage Enforcement Officer written approval of sanitary sewer facilities received. (§7.A.1)
- ___ 3. Bern Township Police Department written approval of security (including traffic) plans received. (§7.A.2a.)
- ___ 4. Enclosure plans (§7.A.2.A.) received and approved.
- ___ 5. Information identifying medical services provider attached. (§7.A.2c.)
- ___ 6. Parking facilities plans received and approved. (§7.A.2d.)
- ___ 7. Public Street Usage permit obtained from Bern Township. (§8.1)
- ___ 8. Indemnity Bonds. (§6)
 - ___ Not required
 - ___ Required Amount \$ _____

Application ___ Approved for permit issuance
 ___ Disapproved

By: _____

Print Name: _____

Title: _____

Date: _____