

# Town of Oakboro

## PERMIT APPLICATION FOR LARGE OR SPECIAL EVENT

Name of Applicant: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

Date Requested: \_\_\_\_\_ Time Requested: \_\_\_\_\_ to \_\_\_\_\_

Type of Event: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Will there be amplification of music, news, speeches, etc.? YES \_\_\_\_\_ NO \_\_\_\_\_  
If YES, you will need to apply for a **NOISE PERMIT** (available in Clerk's Office at Town Hall)

**When required, you must provide Proof of Insurance with the Town of Oakboro as additional insured.**

***Please note the following conditions for use:***

This permit applies to the entire Oakboro Corporate Limits. Walkways must remain open for pedestrian access (if booths or card tables are up walkways are to remain open at all times). The area of event should be kept free of trash and all tables or other equipment removed at the conclusion of activities.

With the approval of this permit the event holders agrees to manage and maintain all vendors, performers or others involved in the production of the event. If during the event someone not associated with the event attempts to use the event for their own agenda and has not received entry from the permit holder, the permit holder may deny their involvement in the event. A list of event participants should be provided to the Town and the proper licensing needs to be secured for each participant through the Town Hall.

Should police involvement become necessary, the applicable offenses will be imposed.

---

Your application is:

- APPROVED
- NOT APPROVED
- SPECIAL CONDITIONS: Contingent upon approval of a Fire Permit from the Oakboro Fire Department

---

Town Administrator

---

**ADMINISTRATION**

109 N Main St.  
Oakboro, NC 28129  
Tel: 704-485-3351

# Town of Oakboro

## Application for Noise Permit to Allow Amplified Sound for Special Event

Pursuant to OMC §95.04 (C), upon application to the Town Administrator, and approval from the Chief of Police, the Town Administrator may grant permits to responsible persons or organizations for the broadcast or amplification of programs of music, news, speeches, or general entertainment as a part of a national, state or town event, public festivals or special events of a noncommercial nature. The Town has up to 5 business days to review this application. If the Town Administrator disproves such a permit, the matter may be appealed to the Town Board whose decision shall be final. **The broadcast or amplification shall be in compliance with the limits set forth in OMC §95.02 (A) and OMC §95.02 (C) should this application be denied.**

If the amplification is so loud that someone should become affected, the applicant agrees to attempt to devise a solution between them. In the event the Police Department has to intervene, the permit will be voided immediately and amplification shall not be allowed to continue. Please be considerate of others in your neighborhood.

Upon inspection, if the event is found to exceed the acceptable levels set forth with in the Ordinance the permit holder will be notified. If the situation is not reconciled the permit will be voided immediately and amplification shall not be allowed to continue.

By signing this application, you are agreeing to the time allotted for the amplification and take responsibility to seeing that the information on this form is followed, including notifying surrounding residents in advance of an upcoming event.

Name of Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time of Event: \_\_\_\_\_

Number of People Expected: \_\_\_\_\_ Time of Amplification: From: \_\_\_\_\_ to \_\_\_\_\_  
*Amplification: No later than 11:00 p.m. with the exception of the Fourth of July Celebration Events.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**When signed by both the Chief of Police and Town Administrator, this application will act as your permit for this event.**

Chief of Police: \_\_\_\_\_ Date: \_\_\_\_\_

Town Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_ APPROVED

\_\_\_\_ DENIED

*Copies to File, Police Department, Fire Department.*