

Village of Maine
PUBLIC GATHERING AND EVENT LICENSE APPLICATION

This is NOT an application for rental of the Village hall. Due to a lack of office space, the hall is no longer available for rent.

Instructions: To apply for a Public Gathering and Event License, please complete and submit this application to the Village of Maine Clerk. If an event is expected to attract more than 500 people, additional requirements must be met. A fee may be required. Applications should be submitted **six weeks prior** to the proposed scheduled event.

Date of application: _____ Name of applicant: _____

Address of applicant: _____ Phone: _____

Date of event: _____ Time of event: _____ Location of event: _____

Describe event: _____

Number of attendees expected to attend at any one time: _____

Will food/beverages be handled or dispensed at event? If so, describe: _____

Will temporary structures, such as tents, booths or bandstands, be erected at event site? If so, describe: _____

Attach additional pages if necessary

CERTIFICATION

STATE OF WISCONSIN }
COUNTY OF MARATHON } ss.

I certify under oath that all information and statements contained in this application, including all attachments, are true, that the event described in this application will neither violate any provision of the ordinances of the Village of Maine, nor will it constitute a public or private nuisance, nor would it in any way be harmful to the health, safety, or welfare of the general public.

Applicant (SEAL)

Subscribed and sworn to me this
_____ day of _____, 20____

Notary Public, State of Wisconsin
My commission expires: _____

FOR VILLAGE USE ONLY

Date Application Received: _____ Date fee paid: _____ Fee: _____ Check No.: _____

or Fee Waived by Village President: _____, Village President

Investigations Performed:

Village Constable				
Signature: _____	Approve	Deny	n/a	Comments: _____

Health Officer				
Signature: _____	Approve	Deny	n/a	Comments: _____

Building Inspector				
Signature: _____	Approve	Deny	n/a	Comments: _____

Public Hearing Required? _____ Yes _____ No

If Yes: Date of Public Hearing: _____ Date of Publication: _____

Date of Notice of Hearing and copy of Ordinance to Applicant: _____

Special Requirements/Restrictions, if any: