

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

## Special Event Permit Application

Application Date: \_\_\_\_\_

Legal Names, Addresses and Phone Numbers of Sponsors:

\_\_\_\_\_

Location and Address of Property to be Utilized:

\_\_\_\_\_

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

\_\_\_\_\_

Scheduled Date(s) of the Event: \_\_\_\_\_

Hours of the Event:

Start: \_\_\_\_\_

Finish: \_\_\_\_\_

Purpose or Type of Event: \_\_\_\_\_

(Attach Event Program or Narrative Statement Detailing Event Purpose)

Number of Persons Expected to Attend this Event: \_\_\_\_\_

(Attach Large Gathering Permit if Number of Persons Exceed 500)

**ATTACHMENT:**

1. Attach copies of all applicable permits and licenses as required by State and County statutes, ordinances and regulations there under.

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

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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DO NOT WRITE BELOW THIS LINE – FOR TOWNSHIP USE

Application Review:

\_\_\_\_ 1. Purpose / type of event meets ordinance requirements.

\_\_\_\_ 2. Property Zoning meets ordinance requirements.

\_\_\_\_ 3. Property conditions meet ordinance requirements.

4. Special Event Accounting:

\_\_\_\_ Number of Days used for the Month (max 2 each)

\_\_\_\_ Event Number for the Year (max 24 each per year)

\_\_\_\_ Fair Event (max. 1 per year at 6 days)

5. Farm Related Special Event Accounting:

\_\_\_\_ Number of Days used for the Year (max 15 each per year)

6. Family Special Event Accounting:

\_\_\_\_ Event Number for the Year (max. 6 each of 350 persons or less)

APPLICATION      \_\_\_\_ Approved for Permit issuance      Fee Amount: \_\_\_\_\_

                                 \_\_\_\_ Disapproved due to: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_