

Event Permit Application

Lehman Township Zoning Office

Zoning Officer: Christine Pope

1183 Old Route 115 Dallas, PA 18612

Office: (570)-675-8224 / Fax: (570)-675-8409 / Email: zoning@lehmantwp.com

1. Name of Event: _____

2. Location/Address of Event: _____

3. Sponsor of Event (Name, Address, Phone Number & Email): _____

4. Contact Person in Charge of Event (Name, Address, Phone Number & Email): _____

5. Property Owner (Name, Address, Phone Number & Email): _____

6. Date(s) & Time(s) of Event: _____

7. Rain Date(s) & Time(s) of Event: _____

8. List of Road(s) in Township Used/Effectuated by Event: _____

9. Is the Police Dept. Needed? ___ Yes ___ No

If yes, call the Lehman Twp. Police Chief to make arrangements for police services at

570-675-1483. Spoke with Chief Liparela – Date: _____

If no, email the Lehman Twp. Police Chief to inform him of the event at

police@lehmantwp.com. Emailed Chief Liparela – Date: _____

10. Restrictions/Notes: _____

Signature of Sponsoring Applicant

Date

Signature of Property Owner

Date

***Lehman Township must be on the liability insurance certificate as an additional insured in the certificate holder box.**

****Insurance Certificate, Fee, map of roads used and contact with police if they are needed must be with this application, otherwise not complete and will not be reviewed. Application MUST be submitted at least 30 days prior to event.**

*****Fee: \$50.00 for basic event up to 1,000 in attendance. Call for fee schedule for larger events. Checks payable to Lehman Township. If requesting a fee waiver, it must be in writing and submitted with this application.**

******Permit MUST be posted at event.**

*****FOR TOWNSHIP USE ONLY*****

ZONING OFFICE REVIEW: ___ Approved ___ Denied

Submission Date: _____ Application Fee: \$ _____

Payment: _____ Permit #: _____

Signature of Zoning Officer

Date