



# Permit for Use of Sound Amplifying Equipment At Mass Outdoor Social Gatherings

*(Outdoor mass gatherings of more than 100 persons)*

Section 15-3-3 of the Code of the City of Harrisonburg requires that any person permitting or sponsoring a mass outdoor social gathering at which sound amplifying equipment will be used in the City secure a permit from the City Manager's Office. Applications for permit shall be filed with the City Manager's Office at least 15 days in advance. Please return this form to City Manager's Office, City of Harrisonburg, 409 South Main Street, Harrisonburg, VA 22801 or [pamela.ulmer@harrisonburgva.gov](mailto:pamela.ulmer@harrisonburgva.gov). For more information, call 540-432-7701.

Please list all sponsors (host), owners, lessees and contact individuals. Use a separate attachment if necessary.

<b>Contact Person</b>	Name _____
<b>For Event:</b>	Address _____
	Phone _____ (cell) _____ (email) _____
	<i>*This person must be in attendance and immediately available upon request. If event is at a residential property, at least one resident must be a contact person</i>
<b>Event:</b>	Location _____
	Date _____ Time _____
	Purpose _____
	Boundaries _____
	Surrounding Land Uses _____
	Expected Number of Attendees _____
<b>Form of Identification Provided:</b>	_____ # _____ Exp date: _____

**Sponsor:** Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Business Address \_\_\_\_\_  
Phone \_\_\_\_\_ (cell) \_\_\_\_\_ (email) \_\_\_\_\_

**Owner:** Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ (cell) \_\_\_\_\_ (email) \_\_\_\_\_

**Lessee/Contact:** Name \_\_\_\_\_  
(if diff. than owner) Address \_\_\_\_\_  
Phone \_\_\_\_\_ (cell) \_\_\_\_\_ (email) \_\_\_\_\_

**Provisions:**

***No sound amplifications shall occur after 10:00 pm or before 10:30 am.***

**Please explain how you will address each of the following:**

Limitation of Amplified Sound \_\_\_\_\_

Toilet Facilities (One toilet facility per 50 people required)\_\_\_\_\_

Number of Refuse Containers \_\_\_\_\_

Parking/Transportation \_\_\_\_\_

Clean-up property by: \_\_\_\_\_

Informing the Neighborhood \_\_\_\_\_

Monitors \_\_\_\_\_

The information contained here is true and correct to the best of my knowledge. I understand that as a contact person I am responsible for the event’s compliance with all applicable city ordinances, including parking, noise control, and the terms of this permit during the event. I certify that I have provided a copy of this completed application to the Owner/Management Company of the property and to each property adjoining the event location (including properties located across the street) or, if in an apartment or townhouse development, to the owner or the management company of the development. I certify that I have not been convicted of 2 violations of City Code Section 15-3-2 (Noise) or Section 15-3-3 (Mass Outdoor Social Gatherings), or a combination thereof within the past 12 months.

\_\_\_\_\_  
Property Owner or Lessee                      Date

\_\_\_\_\_  
Applicant/Contact Person                      Date

**DELIVER TO:**

City Manager’s Office  
City Hall, 3<sup>rd</sup> floor  
409 South Main Street  
Harrisonburg, VA 22801  
540-432-7701  
[Pamela.Ulmer@harrisonburgva.gov](mailto:Pamela.Ulmer@harrisonburgva.gov)

**OFFICE USE ONLY:**

\_\_\_\_\_  
Action of City Manager or Designee

\_\_\_\_\_  
Approval \_\_\_\_ Disapproval \_\_\_\_                      Date

Application received on:	
PERMIT #	