



# 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.

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

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

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

**Contact Person/Persons** Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ (cell) \_\_\_\_\_ (email) \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ (cell) \_\_\_\_\_ (email) \_\_\_\_\_

**Contact During Event** Name \_\_\_\_\_  
Phone \_\_\_\_\_ (cell) \_\_\_\_\_

**Event:** Location \_\_\_\_\_  
Date \_\_\_\_\_ Time \_\_\_\_\_  
Purpose \_\_\_\_\_  
Boundaries \_\_\_\_\_  
Surrounding Land Uses \_\_\_\_\_  
Expected Number of Attendees \_\_\_\_\_

**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 \_\_\_\_\_
- Informing the Neighborhood \_\_\_\_\_
- Monitors \_\_\_\_\_

The information contained here is true and correct to the best of my knowledge. I understand that I must comply with all applicable City ordinances on parking and noise control 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.

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

\_\_\_\_\_  
Applicant    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/by:                        |  |
| Sponsor/Lessee contacted upon approval:            |  |
| Owners/Management Company contacted upon approval: |  |
| Copy of Approved Application sent to HPD:          |  |