



City of GREENFIELD, MASSACHUSETTS



GREENFIELD FIRE DEPARTMENT

53 Hope Street • Greenfield, MA 01301
Phone 413-774-4737 • Fax 413-471-3299
www.greenfield-ma.gov

Roxann Wedegartner
Mayor

Robert Strahan
Chief of Department

ACTS OF 304 OCCASIONAL EVENT PERMIT APPLICATION

DATE OF APPLICATION DATE OF EVENT NUMBER ATTENDING EVENT

ADDRESS OF EVENT

EVENT BEGINS EVENT ENDS OWNER OF PROPERTY

ADDRESS OF OWNER

OWNERS TELE # SECOND TELE #

RESPONSIBLE PARTY WHO WILL BE ON-SITE THROUGHOUT EVENT

ADDRESS

TELE # CELL #

DETAILED DESCRIPTION OF EVENT

CHECK ALL THAT APPLY * required

- Checkboxes for: Sprinkler System, Band / Live music, Exits signs illuminated, Fire extinguishers with service tag, Fire Alarm System, Disc Jockey / Sound system, Special effects, Low level lighting, Emergency lighting in building, * Floor plan showing layout and exits, * Copy of Current Certificate of Inspection for address of event, * Will Alcoholic beverages be served / on premises

Both signatures below are required. By signing this application both parties agree to follow all requirements of the City of Greenfield and The Greenfield Fire Department. An inspection by the Fire and Building departments is required as part of the permit process. Upon approval you will receive a letter stating all requirements and a permit with an expiration date. A permit fee of \$60.00 must be sent with application, checks payable to the City of Greenfield. Please mail the application to The Greenfield Fire Department. The Greenfield Fire Department reserves the right to inspect any event permitted by this department during event hours.

Signature of Property Owner

Signature of Responsible Party