



EVENT / USE OF TOWN PROPERTY APPLICATION

TOWN OF BATH
271 WILKES STREET, BERKELEY SPRINGS, WV 25411

Phone (304) 304-258-1102 Fax (304) 258-2638

townofbath@wvdsi.net

Please Print or Type

OFFICIAL USE ONLY

Fiscal Year _____
Festival License _____
Business License _____
License Fee \$ _____
Date Issued _____

NAME OF EVENT: _____

DATE(S) OF EVENT: _____

REQUESTING GROUP OR ORGANIZATION: _____

BEGINNING AND ENDING TIMES: _____

PROPERTY REQUESTED: _____

PURPOSE OF USE: _____

STREET/METER CLOSURES REQUESTED WITH DETAILS: _____

WILL ADMISSION BE CHARGED OR PRODUCT SOLD: _____

NUMBER OF VENDORS AT EVENT/FESTIVAL: _____

NAME OF RESPONSIBLE PERSON: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

EMAIL: _____

DATE APPLICATION SUBMITTED: _____

SIGNATURE: _____

Application will be submitted to Town Council. All applicants are invited to attend the Town Council and speak on their behalf. If requesting any street/meter closures, applicants must appear at Town Council before the event for approval.

Application is: Approved

Denied

Approved Subject to Following:

Town Flat Fee: \$ _____

Festival License Fee Due:

\$ _____ \$15.00 w/ Business License

\$ _____ \$35.00 w/o Business License

\$ _____ **Total Due**

Proof of Insurance on File

**Pay Now
using our QR
Code!**



Signature of Approval: _____ **Date:** _____