

SPECIAL EVENTS / INSPECTIONS APPLICATION

In accordance with the Code of the Town of Henrietta and the NYS Fire Prevention and Building Code, no permit-required work will begin prior to the issuance of proper permits and/or approvals by the Town of Henrietta.

Town of Henrietta

Office of the Fire Marshal
475 Calkins Rd.
Henrietta, NY 14467
(585) 359-7060
(585) 321-6093 Fax



All fields must be completed. If not applicable, please mark with N/A **Date:** _____

UNSIGNED APPLICATIONS WILL BE RETURNED

SPECIAL EVENT / EVALUATION INFORMATION

NAME OF EVENT:	
EVENT LOCATION:	
EVENT SPONSOR:	
START DATE & TIME:	ENDING DATE & TIME:

APPLICANT INFORMATION

NAME:			
ADDRESS:	CITY:	STATE:	ZIP:
PHONE#:	FAX#:		
E-MAIL:			
SIGNATURE:			

MAILING ADDRESS (If different from applicant information)

NAME:			
ADDRESS:	CITY:	STATE:	ZIP:

Submittal of application and payment of fees does not imply permission or permit by the Town of Henrietta. Director of Building & Fire Prevention will authorize this event.

EVENT NARRATIVE:

SPECIAL EVENTS:

	<u>FEE</u>	<u>Y/N</u>
(Exhibits/Trade Shows, Sidewalk Sales, Outdoor Sales & Others)	\$200.00	_____
Conduct a Fireworks Display	\$200.00	_____

Requirements for Application: Site Plan, Letter of Authorization and Insurance Certificate