

TAUNTON MUNICIPAL AIRPORT

KING FIELD

Westcoat Drive - P.O. Box 441
East Taunton, Massachusetts 02718-0441
Phone: (508) 821-2973

4 Westcoat Drive, East Taunton MA 02718
Jan Boboruzian Airport Manager

Telephone: (508) 821-2973
E-mail: Airportmanager@Taunton-ma.gov

Special Event Permit Application

NAME OF ORGANIZATION: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

DAY PHONE: _____

EVENING PHONE: _____ FAX NUMBER: _____

E-MAIL: _____

MANAGER ON SITE DAY OF EVENT: _____

CELL-PHONE: _____

SPECIAL EVENT INFORMATION

Complete all information for the event

TYPE OF EVENT:

Breakfast _____ Cookout _____ FAA Safety Seminar _____ Association Meeting _____

Other (Please Describe) _____

Event Title: _____

Event Date: _____ Rain-date: _____

Estimated Attendance: _____

Requested Area: _____

Hours of Event: _____ AM/PM TO _____ AM/PM

Set up Time: _____ AM/PM TO _____ AM/PM

Take Down Time: _____ AM/PM TO _____ AM/PM

Description of Event Setup: _____

Please attach copy of the plan, maps, etc.

Please indicate whether the following items pertain to your event

Yes NO

___ ___ Food Concessions and/or Food Preparation Areas

___ ___ Will you cook at the event area? ___ Gas ___ Electric ___ Charcoal ___ Other

___ ___ Will you set up Tables and and/or Chairs? How many? ___ Tables ___ Chairs

___ ___ Booth (s) Exhibits (s) Displays (s)

___ ___ Canopy and/or Tent (s) Dimensions: _____

___ ___ Will you have Vehicles or Trailer on site? How Many? _____

___ ___ Trash Container (s) and/or Dumpster?

___ ___ Portable Restrooms? If yes, please provide the name of the vendor providing the units:

___ ___ Entertainment ? Please describe: _____

___ ___ Amusement Vendor? Please describe: _____

___ ___ Will the Event be Advertised? How? _____

You must have event approval before you can advertise

___ ___ Sponsorship/Vending or Promotional Activity? Please describe: _____

Other Permits

It is the responsibility of the applicant to secure all necessary city permits if required.

Insurance Requirements

Evidence of Insurance will be required before final permit approval. Please provide a Certificate of Insurance which shows a minimum of \$1 Million in Commercial General Liability Insurance

Additionally, the applicant must list the City of Taunton as additional insured

on their certificate of insurance. Each event is evaluated on its risk exposure. The Airport Commission, Airport Manager and City of Taunton is not responsible for any accidents or damages to persons or property resulting from the issuance of this permit.

Affidavit of Applicant

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand, and agree to abide by the policies and rules and regulations listed on this form as they pertain to the requested usage. I agree to follow all rules and regulations as contained in this application as well as those Rules of the Taunton Municipal Airport Standard Operating Policies and Procedures (SOPP), FAA Code Of Federal Regulations (CFR) MassDOT, and any State and Local regulations

Name of Applicant: _____ (Please Print)

Signature: _____ Date: _____

Office Use Only

Approved Signed: _____ Date: _____

Denied Copies to: _____

Rule 3.3.26. Special Events – Special events such as air shows, fly-ins, and all events requiring the general use of the Airport by the general public, other than normal or routine airport traffic, shall be held only upon the prior approval of the TMAC subject to all applicable FAA and MassDOT Aeronautics Division regulations and on such dates, in such areas and upon such terms and conditions as shall be specified by the TMAC. The event sponsor shall also be responsible for obtaining any necessary city permits. Additionally, the sponsor must comply with the following requirements:

1. The event sponsor must submit a formal event application to the TMAC for review and approval.
2. The event sponsor must submit a certificate of insurance to the TMAC that fulfills the requirements detailed in Exhibit 2. This submittal must occur no later than thirty (30) days in advance of the event.