



**TOWN OF HILLSBOROUGH**

27 School Street, P.O. Box 7

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**TOWN OF HILLSBOROUGH  
APPLICATION FOR ASSEMBLY**

**Completed application MUST BE presented to the Board of Selectmen no later than 30 days before planned event. All signatures MUST BE on completed form.**

NAME AND ADDRESS OF PROMOTER: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Location: \_\_\_\_\_

Dates(s) of Event: \_\_\_\_\_ Hours from: \_\_\_\_\_ to \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ Maximum No.: \_\_\_\_\_ Minimum No.: \_\_\_\_\_

Should attendance exceed maximum, the following plan will be enforced: \_\_\_\_\_

Type of alcoholic beverages to be served: \_\_\_\_\_

The following facilities will be available for the event:

Sanitation: \_\_\_\_\_ No. of Units: \_\_\_\_\_ Male: \_\_\_\_\_ Female: \_\_\_\_\_

Water supply from: \_\_\_\_\_

Food will be served from and/or by: \_\_\_\_\_

Beverages will be served from and/or by: \_\_\_\_\_

Illumination after dark will be provided by: \_\_\_\_\_

Medical and first aid available from or by: \_\_\_\_\_

Traffic control provided by: \_\_\_\_\_ No. of officers: \_\_\_\_\_

Parking for \_\_\_\_\_ cars is planned. (Attach plan of exact parking location and exact route to be kept open for emergency vehicles.)

I, \_\_\_\_\_, do hereby accept responsibility for the above described event. I agree to adhere to all laws and regulations of the Town of Hillsborough and the State of New Hampshire, I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I do also agree to provide whatever surety is deemed necessary by the Board of Selectmen. Under the penalty of perjury, I do hereby certify that the above is true.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

PROPERTY OWNER: The following MUST BE completed by the owner of the property involved.

Owner's Name: \_\_\_\_\_

Exact Location of property being used for the event: \_\_\_\_\_

I, \_\_\_\_\_, have thoroughly discussed the above event with the Promoter and am in agreement with him/her in all areas. I do hereby give my consent to the use of my property for this event. I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I agree to adhere to all

the laws and regulations of the Town of Hillsborough and the State of New Hampshire. Under the penalty of perjury I do hereby certify that the above application is true.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

DEPARTMENT APPROVALS:

Fire Chief: _____	Date: _____
Health/Code Enforcement Officer: _____	Date: _____
Highway Foreman: _____	Date: _____
Water Commissioners: _____	Date: _____
Police Chief: _____	Date: _____
Rescue Squad Supervisor: _____	Date: _____

BOARD OF SELECTMEN:

Comments and/or additional requirements to be met:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I do hereby agree to these additional requirements and/or comments:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

APPROVED: Having reviewed the above-described event we do hereby grant permission for this event to take place at the time and hours indicated. Surety in the amount of \$ \_\_\_\_\_ is required.

DENIED: Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Joseph J. Collins, Chairman

\_\_\_\_\_  
Robert I. Buker

\_\_\_\_\_  
Lou Ann Rousseau  
Board of Selectmen

**Original Document to: Promoter**  
**Copies to: Fire Department**  
**Health Officer**  
**Police Department**  
**File**