

**APPLICATION FOR SPECIAL EVENTS**

**NOTE:** Applications are due at least 60 days prior to event date and must be approved at a regularly scheduled meeting of the Board of Supervisors.

DATE OF APPLICATION: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax # \_\_\_\_\_ E-mail: \_\_\_\_\_

Contact Person for day of Event: Phone #: \_\_\_\_\_

Cell #: \_\_\_\_\_

E-mail: \_\_\_\_\_

**EVENT INFORMATION:**

Event Date: \_\_\_\_\_ Rain Date: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

(include entire time of road closure/restriction needed)

Name of Event: \_\_\_\_\_

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

(Please include map showing route of event)

(\*\*Routes involving State roads require separate approval from PENNDOT in addition to Township approval)

Estimate of number of people/vehicles/participants: \_\_\_\_\_

**TRAFFIC CONTROL:**

Applicant will utilize the South Londonderry Township Police Department for traffic control  
(Applicant agrees to reimburse any/all costs assessed by the Police Chief)

\_\_\_\_\_  
Approved – Chief of Police

\_\_\_\_\_  
Date Approved

**DISCLAIMERS:**

A Certificate of Insurance is required to be submitted seven (7) days prior to the event.

Applicant agrees to indemnify the Township, South Londonderry Township Police Department, and Fire Police against claims, suits, or actions for injury, death, or property damage.

Permits are granted at the sole discretion of the Township. Filling out the proper application form does not guarantee that the request will be approved. This application must also be accompanied by an approval from the Police Chief. If the Fire Police are involved in the control of traffic and observers, they may request a donation for their efforts. The Fire Police will decide on this matter through their own assessment of the event. Willingness to comply with this request is one requirement of event approval. Applicants may or may not be required to provide additional information.

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Applicants Signature

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APPROVED – SLT Board of Supervisors

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Date Approved

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DENIED – SLT Board of Supervisors

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Date Denied

# **Campbelltown Volunteer Fire Company**

2818 Horseshoe Pike  
Palmyra, PA 17078

Donation fees for Campbelltown Fire Police assistance at events is as follows as of January, 1st 2018;

## **5K and 10k Runs/Misc. Traffic Control**

*(traffic control)*

\$125.00

## **1 Day Sporting Events/Tournaments**

*(traffic and parking)*

\$150.00

## **2 Day Sporting Events/Tournaments**

*(traffic and parking)*

\$250.00

Make all donation checks payable to Campbelltown Vol. Fire Co. Fire Police. Checks are due day of event, prior to start of run or tournament. Questions and concerns may be directed to Fire Police Captain Jen Haak by email at [fpj.haak26@gmail.com](mailto:fpj.haak26@gmail.com) or by telephone (717) 673-9286.