



Permitting and Inspections Department
 Michael A. Russell, MS, Director
 389 Congress St. Room 307 • Portland, ME 04101 • (207) 874-8557
www.portlandmaine.gov

Single Concert/Dance Permit Application for Private Property*
Must apply at least 7 business days in advance of Event
Permit Fee: \$38/Day

*If the concert/dance is proposed for city property, you must obtain the necessary permits from Public Assembly Facilities Division. They can be reached at: 207-808-5400.

Number of Attendees:		Will Alcohol be consumed:	Yes or No
Applicant Information:			
Business/Group Name(s):			
Business Address:			
Applicant/Contact Person's Name:			
Daytime Phone Number: Phone Number Day of Event:			
Email Address:			

Event Information:		
Name of Festival/Event:		
Location of Event:		
Date of Event:		
Time of Event (start to finish):		
Style of Music: (ex. DJ, Live, Acoustic)		
NOTE: Please utilize back of page if a number of bands or musicians are performing.		
Premises Owner's Name and Address:		
Does the award of this license benefit any City employee?		Y/N
If yes, list name(s) and department(s):		

Read Carefully & Sign:

I/we, understand that any misstatement of material fact in the above application may result in denial of this license or revocation if a license has already been issued.

Signature _____

Date _____

For more information about City Codes regarding Single Concert/Single Dance permits, please see Chapter 4 of the Code of Ordinances at www.portlandmaine.gov.

Email Sent: _____ _____ _____	Dept. Fire PD Treasury	Approval Received: _____ _____ _____	Fee: Cash: _____ Check #: _____ CC: _____
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