



# BERKELEY FIRE DEPARTMENT

## INDOOR ENTERTAINMENT EVENT

### APPLICATION

Complete this form to begin the approval of your event. Register your event with U.C. as well. Please call (510)981-5581 to make an inspection appointment or ask any questions you may have.

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

Chapter or Building Name: \_\_\_\_\_

Person in charge of the event \_\_\_\_\_

Contact Number: \_\_\_\_\_

Event Date: \_\_\_\_\_ Times: \_\_\_\_\_

Security provided by: \_\_\_\_\_

Telephone number(s): \_\_\_\_\_

1. Will alcohol be consumed? \_\_\_\_\_
2. Please describe your security arrangements: \_\_\_\_\_
3. Number of attendees: \_\_\_\_\_
4. Have you registered the event with U.C? \_\_\_\_\_
5. Any second responses in the last 6 months? \_\_\_\_\_

Please describe any decorations you will have \_\_\_\_\_  
\_\_\_\_\_

Please plan to handle the following items:

- Excessive noise
- Excessive trash
- Parking
- Security
- Emergency notification

The Application must be filed with the Berkeley Fire Department two weeks (10 Business days) before the event.

Payment must be received 8 Business days before the event.

Date Received: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Check # \_\_\_\_\_

Cash \_\_\_\_\_

