



Carnival, Circus, Rodeo Event Permit Contacts and Checklist

- _____ Fill out the event application and sign the event permit form.
- _____ Provide a sketch plan detailing the proposed location of the event
- _____ Provide a current tax map showing the subject property and all adjacent properties
- _____ Provide proof of insurance
- _____ Security plan – Number and type of security personnel dedicated to event
- _____ Privilege (Business) license (available at City Hall)
- _____ Utility permits as needed (electric, water, fire)
- _____ Noise permit (through the Police Department)
- _____ Event permit fee (\$125 to City of Gastonia)

Important Contacts

Event Applications:	Jason Thompson 704-854-6629
Insurance Questions:	Human Resources 704-866-6861
Utility set up:	Mike Bynum 704-866-6043
Fire inspections:	Greg Floyd 704-866-6810 or Helen Crawford 704-866-6807
Electric set up:	Electric Utilities 704-866-6013
Noise permit:	Sherry Dunaway (Police) 704-866-6890

Remember to call for fire and electric inspections when needed.