



Event Permit application

Town of Wallkill Bldg. Dept.
99 Tower Dr., Bldg. A
Middletown, NY 10941
Email: building@townofwallkill.com

*****PERMITS MUST BE FILED AT LEAST 7 DAYS PRIOR TO THE EVENT*****

Application No. _____ PERMIT NO. _____ Section _____ Block _____ Lot _____

Date examined _____ Date Approved _____ Date Disapproved _____

Applicant's Name: _____ Phone # _____ email: _____

Applicant Type (Property Owner, Agent, Tenant) _____

Applicant email address: _____
***** Please write clearly, your permit will be sent to you at this email address*****

Property Owner's Name _____

Owner's Mailing Address _____

City/State/Zip _____

Location of Event (Str. #, Str. name, location name) _____

Intended Use _____ DATE of Event _____

Event fee: \$100 cash or check made payable to the Town of Wallkill

Applicant **must** attach a proposed site/floor plan with the permit application ---no site/floor plan=NO permit
Hand-drawn site/floor plan must show tables, shelves, aisle width, exits and fire extinguisher locations.

Please note: Facility may not be open to the general public until an inspection is performed. Any occupancy other than employees or vendors required to prepare the space will be considered a violation of the New York State Building Code 1203—occupancy without a permit—and punishable by a fine.

Applicant **Inspection** Acknowledgement _____
(please print)

(signature)

Application # _____ Section _____ Block _____ Lot _____

**TOWN OF WALLKILL
COUNTY OF ORANGE
OFFICE OF THE BUILDING INSPECTOR**

AFFIDAVIT OF PROPERTY OWNER

Premises _____

_____ Being duly sworn, deposes and says that he/she is
(Name of Property Owner)

the owner above named.

He/She is the **OWNER** and is duly authorized to perform or have performed the said work and to make and file this application; that all statements contained in this application are true to the best of his/her knowledge and belief and that the work will be performed in the manner set forth in the application and in the plans and specification filed therewith.

Deponent alleges that 1) the provisions of the Worker's Compensation Law does not apply in this case in that he/she will do all required work on the premises and will imply no labor thereat, OR 2) owner alleges that contractor performing work, will provide required NYS Worker's Compensation Insurance wherefore, deponent requests approval of said plan and application and issuance of a PERMIT to commence work.

Signed _____
(Signature of Property Owner)

(print name and title in property owner's company)

Sworn to before me this

_____ day of _____ 20____

Notary Public