



OUTDOOR AMPLIFICATION REQUEST FORM

Name (First & Last Name) _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact Number(s): _____ E-Mail: _____

Event Date: _____ Event time: _____ Number of guests: _____

****Amplification requests will not be approved for events past 10:00pm ****

Requested Location for amplification (please check only one (1) location):

- Beach #1 Beach #2 Roosevelt Inlet Canalfront Park
- Stango Park 1812 Park Mary Vessels Park Zwaanendael Park
- George H.P. Smith Park Private Property: **Address -** _____

Description of Event: _____

Please check all that apply:

- Band with amplification: Number of band members & speakers _____ ** set-up location _____
- DJ with amplification: Number of speakers _____ ** set-up location _____
- Device with amplification: Type of device _____ ** set-up location _____
- Rental Equipment:
 - Generator – **Size _____ **Length of time in use _____
 - Porta Potties - **Number of Units _____ **Location of Unit(s) _____
 - Outdoor Tent - **Number of Units _____ **Location of Unit(s) _____
- Use of an event planner: Event planner name & number- _____

***Event Set Up Time: _____ *** Event Breakdown Time: _____

Please describe the planned parking for your event: _____

****Applicant Signature: _____ Date: _____**

Agreements and information per Lewes events:

A. Noise

- Lewes is a town of busy days and quiet nights. This is a core value of our citizens, and must be respected by our visitors.
- The Lewes City Code prohibits “any unreasonable, loud, disturbing and unnecessary noise,” including, in most situations, outdoor amplified music or other noise. See Chapter 132 of the Lewes City Code.
- If you wish to have amplified music at your event, you must obtain approval from Mayor and City Council. You are strongly advised to obtain this approval before entering into contracts or agreements with bands, DJs, etc.
- Requests to have amplification at your event must be submitted to the City two weeks prior to the regularly scheduled meeting of Mayor and City Council, which usually occurs on the second Monday of each month.

B. Coordination with the Lewes Police Department

- The applicant agrees to provide a contact name and number for the Lewes Police Department in case of event issues: ***Event Contact Name:** _____ ***Event Contact Phone Number:** _____
- Please take note that the Lewes Police will ensure that the peace is not disturbed by your event.

C. Damage to City Property

- The applicant agrees to assume all liability for any damages to City property.

**Should you have any questions, please contact Alison Kirk, (302) 645-7777 x100,
Fax: (302) 645-6406 or akirk@ci.lewes.de.us**