



Town of Pembroke

PO BOX 866 / 98 Union Chapel Rd. Pembroke, NC 28372

Application for Public Assembly

This application is to be filed with the Town Manager not less than 24 hours of the time of the event. The permit will be granted or denied by the Town Manager after review.

1. Applicant _____
Address _____
Phone Number _____

2. Address where event is to be held: _____
If other please verify: _____

3. Will event need to be held monthly: YES NO

4. Purpose of assembly: _____

4. Proposed date and hours of assembly: _____

5. If a route is to be used, name the proposed route in detail or provide a drawing to show the route planned: _____

6. Are there to be any persons under the age of 18 that are participating in the event?

Date of Application _____
Signature of Applicant _____
Person in Charge of Activity _____
Chief of Police or Designee to Approve Application _____
Town Manager _____



CONTRACT

**NORTH CAROLINA
ROBESON COUNTY
TOWN OF PEMBROKE**

THIS CONTRACT is entered into between the TOWN OF PEMBROKE, (a duly organized municipality and hereinafter the “FIRST PARTY”) by its authorized representative, Town Manager for the Town of Pembroke, and _____, (hereinafter the “SECOND PARTY”). This CONTRACT is entered into on this the _____ day of _____, 2023.

The specific terms of this CONTRACT are as follows:

1. The SECOND PARTY desires the use of certain property owned by the FIRST PARTY, more particularly described as the _____ for the sole purpose of conducting the following approved not-for-profit activity:

_____.

2. The exact date and times, both starting and ending, are as follows:

Date _____ Start time _____ End time _____

3. Based upon the nature of the activity, approved portable restroom facilities:

_____ will be required at the expense of the SECOND PARTY

_____ will not be required

4. No admission fee may be charged.

5. No fireworks (pyrotechnics) may be used at any time.

- 6. No alcohol will be allowed at any time.**

- 7. The SECOND PARTY is responsible for any and all clean-up after the use of the premises. Adequate trash receptacles will be provided by the FIRST PARTY.**

- 8. By signing the CONTRACT, the SECOND PARTY agrees to be fully responsible for and to hold the FIRST PARTY harmless in the event of an accident or injury to any participating patrons.**

- 9. IMPORTANT: THE TOWN OF PEMBROKE, BY AND THROUGH ITS MANAGER AND/OR POLICE DEPARTMENT, RESERVES THE ABSOLUTE RIGHT TO CANCEL ANY AND ALL ACTIVITIES AT ANY TIME IF THE ABOVE CONDITIONS ARE NOT STRICTLY MET.**

IN WITNESS WHEREOF, the parties hereto have executed this CONTRACT the day and year first written above.

Town Manager, Tyler Thomas
Town of Pembroke
(Authorized representative of the
FIRST PARTY)

Signature of the SECOND PARTY