

**Murfreesboro Municipal Airport
Application and Use Permit
Private Lease Facility**

UNDER STATE LAW, THIS DOCUMENT IS A PUBLIC RECORD

Application is due 30 business days prior to the scheduled event. Filing this application does not guarantee that your request will be granted. After review by the Murfreesboro Municipal Airport, you will be notified of the status of your request.

PLEASE PRINT ALL INFORMATION

Person Filling Out Request:		Today's Date:	
Name of Organization:			
Location requested:			
Requested Date(s) of Event:			
Hours: Start (including set-up):		End (including clean-up):	Actual event time:
Name of Event:			
Primary Contact Name:			
Mailing Address:			
City:		State:	Zip:
Day Phone:		Evening Phone:	Cell Phone:
Email:			
Secondary Contact Name:			
Phone:	Cell Phone:	Email:	
Event Description (attach additional pages if needed):			
Estimated Number of People Attending:		Number of Staff/Volunteers:	
Will fees, charity, gratuity, or offers be solicited or accepted? If yes, describe:			

Will any tents, structures, stages, and/or dance floors be erected? If yes, describe
Please describe your decorations or signage plans, as well as the desired table/chair arrangement for the facility.
Will food, beverages, and/or alcohol, be sold or given away? Will there be any caterers operating on-site?
Please describe your Audio/Visual or IT needs?
Will live music and/or sound amplification be used? Please describe:
Please describe any other relevant information or requests:

I have read the Rules for Alcoholic Beverages on Airport Property and agree to abide by those rules as well as all ordinances and regulations of the City of Murfreesboro and by all the conditions placed on the event by the Murfreesboro Municipal Airport. I do swear and affirm that all of the information given is true and complete. I understand that the submittal of this application does not guarantee approval.

Signature: _____ Date: _____

Submit application to:
Murfreesboro Municipal Airport
1930 Memorial Boulevard
Murfreesboro, TN 37129
(615) 848-3254

For Official Use Only

I have examined information provided within this Use Permit application. The proposed Use is deemed proper in consideration of City requirements as proposed and existing. This application is approved and permission is granted based on the information stated in the application.

Comments

Signature	Airport Director	Date
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