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Town of West Tisbury Event Permit Application

Event Name: Ponies & Pumpkins

Location: 55 Misty Meadows Ln. West Tisbury MA 02568

Date: 10/17/26 Time: 10am-12pm

Organizer Name: Kelly Roan

Email: kelly@mistymeadowsmv.org

Phone: 508-338-7198

Responsible Party During Event: Kelly Roan

Phone: 561-714-8359

Event Description:

Ponies and pumpkins event at Misty, we will have face painting, games, meeting a horse, painting a pumpkin, fall crafts

Expected Attendance (staff and guests total **cannot exceed 400**): 150

Admission Fee Y ☒ N

Food Service: Y ☒ N *If yes you will need permits from Board of Health – (if you plan to have a food truck please speak to the Town Administrator – they are generally not allowed)*

Beer/Wine: Y ☒ N *If yes you will need a 1 Day license*

Retail Sales: ☒ Y ☐ N *If yes, please describe :*

We will be selling Misty tee-shirts, long sleeves, sweatshirts

Amplified Sound: ☐ Y ☒ N

Tents? ☐ Y ☒ N *If yes you will need permits from Building Department*

Parking Plan:

Parking will be provided in starfield, it is labeled and has con

Please review the attached event request and sign below if your board/department has no concerns with the request. If you have concerns please contact the event coordinator and the Town Administrator to resolve those issues prior to submittal to the Selectmen for final approval.

Board of Health: _____
Date

Police Chief: _____
Date

Fire Chief: _____
Date

TriTown Ambulance: _____
Date

Zoning Enforcement: _____
Date

Board of Selectmen: _____
Date