

(P2)

Town of West Tisbury
Event Permit Application

Event Name: Spark MV
Location: Ag Hall - 35 Pan Handle Rd WT
Date: Oct 17, 2026 Time: 12 - 4 pm
Organizer Name: Martha's Vineyard Builders Association
Email: admin@mnbldrs.org or sarah.hughes02 (Sarah Hughes)
@marshmna.com
Phone: 781 888-4869 (Sarah)
Responsible Party During Event: Sarah Hughes & Newell Isabel Shinn
Phone: 781-888-4869 (Sarah) 413-426-6315 (Newell)

Event Description:

Trade event for children where
kids have the opportunity to
try out the trades.

Expected Attendance (staff and guests total cannot exceed 400): 200

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)* Not for public consumption, we feed vendors & volunteers. Water is avail.

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

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

Amplified Sound: _____ Y ☒ N

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

Parking Plan: *small pop up shade tents*
We will utilize Ag hall parking areas. We have parking attendant volunteers.

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