

## DePauw University Noise Permit Form

In an effort to establish and maintain good relationships with our neighbors in the Greencastle community, the Public Safety office, in conjunction with the Student Life office, has established the following procedure for all-campus events that may create noise.

1. Public Safety shall be notified of all organized activities outdoors on the DePauw campus. This includes events held in Bowman Park, the Dells, volleyball courts, Blackstock Stadium/Intramural fields (except those activities which are sponsored and promoted by the athletic department), and on the East College lawn.
2. Those wishing to use the venues listed above, or any other space on campus, must make a reservation by contacting the **Office of Conferences and Campus Events at x.6596.**
3. Organizations sponsoring all-campus concert/music will be required to meet with the Director or Captain of Public Safety at least three weeks prior to the event to discuss the need for additional security. The University reserves the right to approve or reject planned security. If necessary, this additional security shall be the financial responsibility of the sponsoring organizations(s).
4. Organizations sponsoring all-campus concert/music will be required to file a request with the City of Greencastle for exception to Noise Ordinance. Guidelines for this process are available at [www.depauw.edu/student/safety/policies/noisepolicy.asp](http://www.depauw.edu/student/safety/policies/noisepolicy.asp). An exception is needed anytime the event causing noise will not end until after 10:00 p.m. Noise causing events must end by 9:00 p.m. on nights when academic classes are in session the next day.
5. The University reserves the right to regulate noise causing events even with the existence of an exception to the city's noise ordinance.

Name of Event \_\_\_\_\_

Sponsoring Organization \_\_\_\_\_

Organization Advisor \_\_\_\_\_

Contact person (name and phone #) \_\_\_\_\_

Date of event \_\_\_\_\_

Location of event \_\_\_\_\_

What is the beginning and ending times? \_\_\_\_\_

Please describe the event (specifically, what will be the source of the noise):  
\_\_\_\_\_

Additional Security needed Y or N \_\_\_\_\_ Financial Responsibility \_\_\_\_\_

Billing Procedure \_\_\_\_\_

Individual or Organization Representative Signature \_\_\_\_\_

Approved/Acknowledged (Public Safety) \_\_\_\_\_