



Application for Public Dance
and Dancehall License
Application Fee -- Non-Refundable
Annual Fee – \$20.00 Due January 1st of each year

Section 1: Applicant Information: (OHMC 5.16 and 5.16.040)

Business Name:

Applicant Name:

Physical Address:

Mailing Address (if
different from above):

Phone:

Email:

If applicant is a Corporation,
please state the managing or
directing agent's name.*

** Include documentation from the Corporation verifying that the listed managing or directing agent has authority to enter into the license for Public Dance/ Dancehall.*

Section 2: Duration of License (OHMC 5.16.040)

The Council may waive the fee for a one-day license.

Will the public dance or dancehall continue for more than one (1) day? Yes No

Section 3: Requirement of Adequate Lighting (OHMC 5.16.060)

All buildings, halls, rooms, pavilions, or other places in which public dances are carried on, as well as halls, corridors and rooms leading thereto or connected therewith, shall at all times while open to the public, be well lighted.

Yes, I will provide adequate lighting as described in OHMC 5.16.060.

No, I cannot provide adequate lighting as detailed in OHMC 5.16.060.

Section 4: Acknowledgement of OHMC 5.16

I acknowledge that I have read and understand Oak Harbor Municipal Code 5.16. The above information is true and correct and provided for the purpose of obtaining a Public Dance or Public Dancehall license under Chapter 5.16 of the Oak Harbor Municipal Code.

Signature: _____ Date: _____

Section 5: Instructions to Obtain Public Dance/Dancehall License

- **Step 1:** First-time applicants – Complete Application, and pay application fee (\$20.00).
- **Step 2:** The City Clerk will inform you when your application will be added to the Council Agenda for City Council action.
- **Step 3:** Following Council review, the Clerk will contact you with the results.
- **Step 4:** If Council approves, you will receive a Business and Public Dance/Dancehall endorsement in the mail.
- **Note:** *If the application is granted, the \$20.00 application fee will count as the first annual license payment.*
- **Step 5:** If Council denies the application, the \$20.00 application fee is non-refundable.
- **Renewal:** Must renew Public Dance/ Dancehall license annually. **Expires December 31st** of each year.

SECTION 6 – INTERNAL USE ONLY

Section 6: Council Approval (OHMC 5.16.030)

Conditions set by City Council (if any):

Approval/Denial Date	Fees Paid or waived	Business License No. Issued

City Clerk

Date

Contact the City Clerk with questions at athompson@oakharbor.org or 360-279-4539.