



Special Event on City Park Permit Description

This application is any event held on City park property to which the general public is invited to attend, either through the sale of tickets or other means of entry. If there are no vendors or entry fee's the only requirement is to reserve the park property with the Elko Parks and Recreation Department (do not complete this form). This application requires the sponsor to obtain a liability insurance policy in the amount of \$1,000,000.00 naming the City as additional insured. This application also requires a sales tax or use permit from the State of Nevada. Please read and follow the application instructions carefully. If alcohol will be served a special event liquor application is required. Elko Police Department requires approval be obtained in person at 1448 Silver Street. The fee is \$34.50 per vendor per day (unless the sponsor has a City of Elko business license within the City or is a non-profit).