



SPECIAL EVENT PERMIT APPLICATION - CORRIGANVILLE

Your permit will be issued once all paperwork and payment in full is received.

PLEASE READ ADDITIONAL NOTES ON LAST PAGE

Name of Event:				
Type of Event: (select as many as applicable)	<input type="checkbox"/>	Trail Run – Adult	<input type="checkbox"/>	Activity Event
	<input type="checkbox"/>	Trail Run - Minors	<input type="checkbox"/>	Specify
	<input type="checkbox"/>	Bike Skills Clinic	<input type="checkbox"/>	Private Event:
	<input type="checkbox"/>	Bike Testing	<input type="checkbox"/>	Specify

BOOKING INFORMATION

Company/Organizers Name:			
Contact Person Name:			
Email:			
Phone:	MOBILE: 1.		2.
Address:			
Address 2:			
City, State, Zipcode:			

LOCATION INFORMATION

LOCATION 1:				
Specific Area/s within Park (E.g. Silvertown, etc.): DATE(S):				
	Set Up Time:		Finish Time:	
LOCATION 2:				
Specific Area/s within Park (E.g. Silvertown, etc.): DATE(S):				
	Set Up Time:		Finish Time:	



EVENT INFORMATION

Primary Purpose of Group:			
Primary Purpose of Event:			
Will food/drinks be sold or served?			
Details:			
Alcohol Served? Details:			
Alcohol Sold? Details:			
Will there be music and/or amplified sound?			
Details:			
Will there be vendors or sponsors?			How Many?
Details:			
Number of People Expected: MAX 200 (enforced)		Number of Participant Vehicles: (attach parking plan)	
Number of Trucks/Oversized Vehicles		Details: (size, type, etc.)	
Other Equipment: (Tents, etc.)			
Additional Porta Potties (how many, etc.).			

NOTES:

There will be a change fee added if there are any modifications after a permit has been signed.
 A Security and Damage fee may be applied and is conditionally refundable depending upon extra and unforeseen costs such as clean-up, repair and replacement of damaged property.
 Times of permit INCLUDE set up and tear down. Porta Potties must be dropped off/picked up same day.
 A Monitor may be assigned to your event for an additional fee.
 A Ranger and/or Security Personal will be required for any event over 100 people, or at RSRPD discretion.
 If paying by check, please make payable to Rancho Simi Recreation and Park District. We also accept VISA and MASTERCARD payments either in person or over the phone.
 The insurance certificate (as endorsement to the insurance certificate) should name the Rancho Simi Recreation and Park District as an additionally insured.
 Public parks and/or trails are to remain open to the public for public recreation during any event.