



COUNTY OF YOLO

Office of General Services Parks Division

Ryan Pistochini
General Services Director

120 W. Main Street, Suite G, Woodland, CA 95695
(530) 406-4880
www.yolocounty.org

SPECIAL EVENTS PERMIT

Instructions: Please complete this form by providing the information and documents requested below. If necessary, additional pages may be attached. Please note, the fee for a special events permit is \$185.00

1. Applicant Information
 - a. Name:
 - b. Address:
 - c. Phone Number:
 - d. E-mail:
2. Date and location of event:
3. Detailed description of event, including the nature of all expected activities, displays, and vendor booths:
4. List of organizations involved in the event, including organizers, sponsors and participants:
5. Method of garbage collection and disposal:
6. Detailed description of any temporary or permanent alteration of park landscaping or facilities necessary for (or expected to result from) the event:
7. Anticipated number of attendees:
8. Attach certificates of insurance that meets the requirements in **Attachment A**
9. Review the following conditions:
 - a. Upon completion of the event, the Applicant will promptly restore the premises to their original condition, unless approved by the Director per Item 6, above. The Applicant shall remove and haul all trash and debris generated by the special event (leave no trace), and ensure restroom facilities are left in the same or better condition as before the event.
 - b. The Applicant agrees to bear all the responsibility for repairing, at its sole cost, any damage to the premises in connection with the event (including the removal of any trash or related debris and restroom cleanliness), whether such repairs are performed by the County or otherwise.
 - c. The event shall be carried out in a manner that complies with all applicable Federal, State, and County statutes, ordinances, regulations, directives and laws.
 - d. The Applicant shall indemnify, defend (with counsel acceptable to the County Counsel) and hold harmless the County, its elected representatives, officers, agents, and employees from and against any and all claims, demands, losses, defense costs, expenses (including attorney's fee) or liability of any kind or nature arising out of, or as a result of litigation or administrative proceeding(s), alleged to arise out of the event.
10. Identify the person(s) responsible for any actions that may need to be taken in accordance with the conditions in Item 9, above, together with a description of their relationship to the Applicant and their address and telephone number.

By signing below, I understand that I am confirming the accuracy of the representations made above and I accept the foregoing conditions, together with any additional conditions that may be imposed by the Director of the General Services Parks Division (or his/her designee). I also understand that the Director (or his/her designee) may terminate without prior notice any special event covered by this Permit if it becomes necessary for the safety and enjoyment of the public or for other good cause. I further understand that this Permit may be cancelled without notice by the Director (or his/her designee) in the event of a disaster or unforeseen emergency.

SIGNATURE

DATE

PRINTED NAME

ACTION BY DEPARTMENT

Date _____

REVIEWER's (initials): _____

____ PERMIT ISSUED Approved by: _____

____ PERMIT DENIED Denied by: _____

ADDITIONAL CONDITIONS (IF ANY):