



PRIVATE PROPERTY SPECIAL EVENT PERMIT APPLICATION

Contact Information:

Name of Business: _____

Address of Event: _____

Purpose of Event _____

Responsible Party/Emergency Contact: _____

Phone #: _____ Fax #: _____

Email: _____

Duration of Event:

Hours of Event: _____ Date: _____

Set-up Date & Time: _____ Break Down Date & Time: _____

>1000 Participants Yes _____ No _____
If yes a Special Events Permit is required (760-931-2297)

<1000 Participants Yes _____ No _____
A Minor Special Event Permit is required for any participation under 1000

Entertainment: Yes _____ No _____

Amplified Music, DJ, Live Band, Other - Please Describe: _____
(Circle one)

ABC (Alcohol Beverage Control) Permit Applied for: Yes _____ No _____

CA ABC Daily License Application (or other) required by www.abc.ca.gov (760-471-4237)

Submit the Following:

- Site Plan – all events must be held on private property
- Parking location alternate
- Cover letter from owner/tenant
- Specification sheet for tent material and tent size
- Tent Permit Required (Fire Prevention) Yes _____ No _____
Tents in excess of 200 sq ft and
(Canopies in excess of 700 sq ft require
a permit from the Fire Dept. (760) 602-4666)

COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR

APPROVED

DATE