

Stanislaus County Department of Parks and Recreation
Event Approval Request

Park or Area to be used:	
Date(s) Requesting:	
Date(s) of Event:	
Time(s) of Event:	
Requesting Name of Organization/ Group:	
Type of Organization:	
Address:	
Contact Phone Number:	
Contact Person:	
E-mail:	
Details of Event: <small>(Include equipments/ mobile units, attach another sheet if necessary)</small>	

Check all applicable items below and indicated details:

<input type="checkbox"/> Exclusive Use Request	
<input type="checkbox"/> Organized Competition	
<input type="checkbox"/> Serving Alcohol Obtained license?	
<input type="checkbox"/> License Requirements Status?	
<input type="checkbox"/> Mobile Unit(s) Type & Qty: <small>(portable potties, list type)</small>	
<input type="checkbox"/> Public or Private Event	
<input type="checkbox"/> Type of Event	
<input type="checkbox"/> Expected No. of Participants	
<input type="checkbox"/> Vendors (list type)	

IMPORTANT NOTICE: According to the Stanislaus County Code Title 18, Chapter 6.010, *Organized Competitions*, "Holding, sponsoring, advertising or participating in any organized competition is not permitted without having first obtained the permission of the board of supervisors. (Ord. CS 512 §9 (part), 1993)." A six (6) weeks advance written notice detailing the event must be submitted to the Department of Parks and Recreation prior to the event. If event is determined as an Organized Competition, holding the event will require the Board of Supervisors approval. It is highly recommended that the Requester also request for Exclusive Use of the facility through the Director of Parks and Recreation. Designated areas operated by the Department for recreational uses will remain accessible to the public unless an exclusive use has been approved. In completion of this form, Requester agrees and will ensure their group abides by the Department's set requirements, rules and regulations, Stanislaus County Code, and understands that this event may be cancelled due to noncompliance.

By signing below, I certify that the information I have provided above is true and correct to the best of my knowledge. I understand that I will be responsible to ensure I and/or my group abides by all rules, regulations, and requirements as required and set by the Department of Parks and Recreation. I further understand that I will be responsible to submit all required documents and all applicable fees pertaining to my event to the Department of Parks and Recreation prior to my event.

Requester Signature: _____ Date: _____

OFFICE USE ONLY

Fee(s): Insert # of	#			
day-use(s) for all		\$90.00 Exclusive Use Fee per day	\$	
applicable fees		\$35.00 Court House Lawn Fee	\$	
		\$10.00 / use day Reservation Fee	\$	
		All other fees will be paid at the gate in accordance with the Fee Schedule.		
		Other: _____		

Total Fees: \$ _____ PAID in full (Staff Initial) _____

Manager Approval: _____ Date: _____

Director Approval: _____ Date: _____