

CITY OF HOLLADAY REQUEST FOR PERMISSION TO HOLD SPECIAL EVENT

- I. The City of Holladay (the "City") requires that the sponsor of any organized race, run, walk, bicycle race, block or neighborhood party, parade, carnival or similar activity occurring, in whole in part must first obtain the City's permission initiated through submission of this form to the City at 4580 S. 2300 E., Holladay UT 84117.
- II. Block and neighborhood parties shall submit paperwork with the signatures of all affected neighbors.
- III. Block and neighborhood parties, parades of less than one mile and school activities held in the immediate area of the school are exempt from the insurance requirements set for in section 14.56.100 of the City of Holladay Code of Ordinance (the "Code").
- IV. The City reserves the right to deny permit applications for proposed special events which pose a significant danger or threat to the public health, welfare or safety, or which may result in unreasonable inconvenience or cost to the public.
- V. A violation of Code section 14.56.040 is a Class B Misdemeanor. Failure to obtain a permit required by the Code may also result in enforcement action by the City which, in its discretion, may stop an event which has not been issued a permit and/or may issue citations where event staff or participants violate other state statutes or City ordinance, including, but not limited to, traffic rules and regulations, disturbing the peace, public nuisance, failure to disperse, trespass, or other health and safety regulations. Temporary route markers if applicable, should be placed minimally not sooner than 3 days before the event and removed immediately thereafter. Violation of this requirement may prevent future events from being allowed.
- VI. Any request for events on public roadways, except as covered by (III) above, or sponsored by the City must have obtained a certificate of insurance naming the City as an additional insured as indicated in Code section 14.56.100.

TYPE AND DESCRIPTION OF EVENT: _____

ADMISSION FEE/DONATION _____ DATE OF EVENT _____ TIME OF EVENT _____

PLEASE ENCLOSE A CHECK FOR \$100.00, MADE PAYABLE TO THE CITY OF HOLLADAY FOR PROCESSING THE APPLICATION. (THE FEE OF \$100.00 MAYBE BE WAIVED AT THE DISCRETION OF THE MAYOR OR THE CITY ADMINISTRATOR)

CERTIFICATE OF \$1,000,000 LIABILITY INSURANCE NAMING THE CITY OF HOLLADAY AS ADDITIONAL INSURED ATTACHED IS REQUIRED!

NAME OF SPONSORING GROUP _____

SPONSOR CONTACT _____

ADDRESS _____ PHONE _____

PROPOSED LOCATION OR ROUTE MAP & BARRICADE PLAN ATTACHED _____

INCLUDE A SITE PLAN INDICATING THE LOCATION OF THE FOLLOWING FEATURES:

- a. Name of area
- b. Address
- c. Entrances, exits, roadways, walks & parking
- d. Location of rest room, water facilities
- e. Waste containers
- f. Food stands
- g. EMT Center/First Aid Station
- h. Contact person/coordinator

YOUR EMERGENCY MEDICAL TECHNICIANS WILL BE: _____

AGENCY _____

ESTIMATED NUMBER OF PARTICIPANTS AND SPECTATORS _____
EXPECTED AVERAGE SPECTATOR'S LENGTH OF STAY _____ HOURS

WILL ANY AMPLIFIED MUSIC OR PUBLIC ADDRESS SYSTEM BE USED AT THE EVENT (circle) YES NO
The following need to be provided by all filming events: Filming schedule, if pyrotechnics will be used and what type, all crash scene information and any demolition information.

Authorized Signature _____ Date _____