

Special Event Permit Application

Permit Fees

Fees based on TOTAL attendance per day (staff, volunteers, participants, spectators). Staff reserves the right to add staff time, require Public Safety Staffing, additional restrooms and trash services for your event.		
<i>*Fees based on 2023 Fee Schedule: subject to change without notice.</i>		
	Fee	Refundable Security Deposit
Less than 50	\$50.00	\$50.00
51-100	\$100.00	\$75.00
101-500	\$250.00	\$100.00
501-1000	\$400.00	\$150.00
1001 +	\$500.00	\$250.00
**Special event permit fees are charged per day. Security deposits are refunded 4 weeks after the last event date.		
WEEKDAY Cross Country	Fee	Refundable Security Deposit
Less than 300	\$50.00	\$50.00 - \$100.00
301-600	\$75.00	\$100.00 - \$150.00
601 +	\$100.00	\$150.00 - \$250.00
OTHER Fees		
Vehicle Access Permit	\$75.00/vehicle	Additional insurance required
Beer/Wine Permit	\$25.00	Only required at select locations. ABC Permit required if selling beer/wine.
Sanitation Trailer Rental	\$230.00/weekday. \$295.00/weekend day	Based on availability. Additional restrooms are needed for events of 1000+. Outside source can be utilized.
Deluxe Sanitation Trailer Rental	\$325.00/weekday. \$420.00/weekend day	*Only available for weddings; based on availability
Picnic/group site rentals	Vary by site	See Fee Schedule for pricing
Staff Time (Ranger)	TBD	Staff time is equal to the top step + benefits
Staff Time (Lifeguard)	TBD	Staff time is equal to the top step + benefits
Staff Time (Aquatic Supervisor, Firefighter, Fire Captain)	TBD	Staff time is equal to the top step + benefits
Public Safety Officer	TBD	If Officer's are requested by event holder or Park Staff, staffing is based on 1 Officer per 500 persons. Additional staffing may be required depending on event type. Staff time is equal to the top step + benefits
Special Event Permit Late Fee	\$100.00	Applied to late applications, late insurance, and other late supporting documents. Late is considered under 60 days from event date.

ADDITIONAL FEES:

Parking/Entrance Fees vary per park. Payment for parking per vehicle may be required at some, but not all, locations. Reservations are required for picnic/camping sites and rental facilities if your event impacts any of these sites. Requests to reserve picnic/camping/rental facilities must be submitted with your initial special event inquiry. For a listing of current Park User Fees, please visit: <https://www.ebparks.org>.