



VIRGINIA CITY TOURISM COMMISSION

SPECIAL EVENT APPLICATION: FEE \$25.00

Applicant: _____ Today's date: _____
 Address: _____ City: _____ State: _____
 Cell phone: _____ Business phone: _____
 E-Mail: _____ Fax: _____
 Event coordinators name: _____ Cell phone: _____
 Contact number on day of the event (mandatory): _____
 Business Phone: _____ E-Mail: _____
 Name of Insurer: _____ Limits of liability: \$ _____

To evaluate your request and issue a permit we require the following information:

- ✓ Date(s) of event: _____ Event time(s): _____
- ✓ Title of event: _____ First year of the event? YES NO
- ✓ Please give a detailed description of the type of event/activity:

- ✓ Location or assembly area (attach map & property owner permission where applicable)

- ✓ List approx. number of participants: _____ Number of spectators: _____
- ✓ Description of route to be traveled; specify how participants / spectators are to cross major roadways, direction of travel, portion of roadway occupied and any other key features:

- ✓ Will you need emergency services, traffic control or security for this event?
 YES NO
- If "Yes" please specify _____
- ✓ The primary purpose of the event or activity is:
 - Fundraising for charity or group: YES NO
 - Special event for community benefits: YES NO
 - Government activity: YES NO
 - Private for profit: YES NO
 - Film or photography production: YES NO
 - Other: _____
- ✓ How many vendors will be on the premises _____ Profit: Non-Profit:
- ✓ Will there be large tents / booths set up? YES NO
- ✓ Will food or beverages be served? YES NO
- If "Yes" please specify cooking method _____
- ✓ Will any alcoholic beverages be sold? YES NO
- ✓ Will any non-food items be sold? (T-shirts, posters, etc.) YES NO
- ✓ Will there be live or recorded music? YES NO
- ✓ Will there be any loud noises? (firearms, sirens, etc.) YES NO
- If "Yes" please specify _____

Applicant Signature _____ Date _____

Received by _____ Date _____
 Phone 775-847-7500 Fax 775-847-7507 Email visitorinfo@storeycounty.org