



VIRGINIA CITY TOURISM COMMISSION

PO BOX 920
VIRGINIA CITY, NEVADA 89440
Phone 775-847-7500 Fax 775-847-7507

Overview of Requirements:

Event applications need to be filed (60) days prior to the event with the County, accompanied by the appropriate fee (\$25.00) payable to Virginia City Tourism Commission (VCTC).

Events that are held on or pass through any private property, must have a private property owner's signed affidavit before a permit will be issued.

Note: This includes authorization from Bureau of Land Management for any event that may impact Federal Lands.

Short-term vendor permits must be submitted in writing on a County form at least fifteen (15) days prior to the special event. *Note: Booths / tents containing over 49 individuals will require a fire resistant rating and fire extinguishers. These instances may also require an ingress/egress route map to be identified and approved by the fire district.*

All vendors are required by law to report sales tax information to the Nevada Dept. of Taxation.

Note: Storey County's sales tax rate is 7.6%

Food concessions must comply with Nevada State Health Department standards.

Note: This would include a fire extinguisher to be on site where an open flame is being used.

Proof of insurance, naming all parties involved as additionally insured must be submitted at least fifteen (15) days prior to the event.

Note: Any event exceeding 500 persons, high risk activity, or those circumstances in which the event insurance requires extra stand-by services for large crowds are all indicators in which fire or EMS supplemental services may be required.

You must have a current Storey County liquor license to serve alcohol at special events.

Note: All off-site liquor applications must be submitted to the Sheriff's Office seven (7) working days prior to the special event.

Prior to submitting any documentation to Nevada Division of Transportation concerning temporary closure of any road, a special event application form must be filled out and attached to a signed approval letter from the Storey County Tourism and Sheriff's office.

Note: This includes any significant deviation from applicable law; such as driving against normal traffic flows, unregistered vehicle access to public roads, parades, etc.

All commercial filming or photography projects must fill out a special event application form before a permit will be issued.

Any discharge of a firearm, amplified music, sirens, or other loud noises are strictly forbidden within congested areas of Storey County without a permit.