

SANTA CRUZ DISTRICT SPECIAL EVENT PERMIT APPLICATION

SANTA CRUZ MOUNTAINS

INSTRUCTIONS: To apply for a Special Event Permit, please complete this form, read the Special Events guidelines and return via email. If application is approved, permit fees should be made out to *California State Parks* and a signed copy of this form will be due to the CA State Parks, Mountain Sector Special Events Office, 303 Big Trees Park Road, Felton CA 95018 mountain.sector@parks.ca.gov

APPLICANT/ ORGANIZATION	CONTACT PERSON	TITLE OF EVENT
ADDRESS	EMAIL ADDRESS	TODAY'S DATE
CITY/STATE/ZIP	CELL PHONE	SECONDARY PHONE
LOCATION		
☐ Portola Redwoods State Park		
☐ Henry Cowell Redwoods State P	ark	
☐ Castle Rock State Park		
☐ Big Basin Redwoods State Park		
(closed to events for reconstruction)		
EVENT TYPE (i.e. wedding, recreation, pio	cnic) EVENT DATE	TRAIL EVENT Y/N? (i.e. race, horseback riding, etc)
	CLEAN UP/TEAR-DOWN TIME BE USED (List all areas of the park that may be	MAXIMUM NUMBER OF ATTENDEES: utilized for the event and any other requests):
 SPECIFIC PARK AREA/FACILITY TO B PLEASE CHECK ALL THAT APPLY: Alcohol will be used or sold during t Additional fees will be charged for p 	BE USED (List all areas of the park that may be the event participants (beyond regular facility fees)	
 SPECIFIC PARK AREA/FACILITY TO B PLEASE CHECK ALL THAT APPLY: Alcohol will be used or sold during t Additional fees will be charged for p Merchandise/Items will be sold at th 	the event participants (beyond regular facility fees)	utilized for the event and any other requests):
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INSTRUCTIONS: Please fill out this form to include materials, 3rd party vendors, or miscellaneous materials you intend to utilize at the special event. If you have questions regarding how to fill out this form or questions pertaining to permissible materials, please contact the Special Event Coordinator at mountain.sector@parks.ca.gov. Submit this form with the permit application.			
1. Setup Materials: (tables, chairs, easy ups, BBQs, etc.)			
2. <u>Celebratory Materials: (flags, fliers, ribbons, signs, etc.)</u>			
3. 3rd Party Vendors & Location of Setup (caterer, photographer/videographer,	etc.)		
4. Miscellaneous: (anything that may be included that does not fit within the pa	rameters above)		