

City of Grass Valley  
FACILITY USE APPLICATION  
**EVENT ADDENDUM**

**Please provide detailed descriptions for each item marked by an "X".**

Please answer all questions completely – if necessary you may use the back of this form

\_\_\_ **The event is open to the public** -- How will it be advertised (Invitation, flyer, newspaper, radio, etc)? Who is the target audience (local, Sacramento, etc)? \_\_\_\_\_

\_\_\_\_\_

**How will attendance and parking be monitored/regulated and controlled?**

\_\_\_ **There is an admission fee / ticket:** -- What is the fee structure? What is included with the in the price of admission? Will tickets be sold on site? When do tickets go on sale? \_\_\_\_\_

\_\_\_ **Food, services and/or merchandise will be sold** -- Describe the type of *service or merchandise* that will be sold and the organizations or vendors that will be selling? \_\_\_\_\_

\_\_\_\_\_

**Describe the type of food that will be sold (pre-packaged, prepared on site or somewhere else)** \_\_\_\_\_

\_\_\_ **Alcohol will be provided** -- What will be provided (beer, wine, mixed drinks). Who will be serving? How will access be controlled/identification verified? \_\_\_\_\_

\_\_\_ **Alcohol will be sold** -- Who will be selling? How will access be controlled/identification verified? \_\_\_\_\_

\_\_\_ **The applicant is requesting amplified sound outdoors** -- What are the intended hours of the amplified sound? What is being amplified (P.A., live music, recorded music, etc.)? \_\_\_\_\_

\_\_\_ **City services are being requested** -- What service are you requesting (parking barricades, water, electricity, irrigation off)? \_\_\_\_\_

\_\_\_\_\_

Indicate date when do these services need to be completed? \_\_\_\_\_

\_\_\_ **Describe any special equipment you intend on using (bounce house, dunk tank, ride, bbq, etc.):** \_\_\_\_\_

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**Recreation & Facility Manager Comments:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Provide Site Plan       | <input type="checkbox"/> Provide Host Liquor Liability Insurance | <input type="checkbox"/> Provide Portable Restrooms    |
| <input type="checkbox"/> Provide Security        | <input type="checkbox"/> Obtain A.B.C. Permit & Post on Site     | <input type="checkbox"/> Obtain Conditional Use Permit |
| <input type="checkbox"/> Obtain Business License | <input type="checkbox"/> Provide Parking Attendants              | <input type="checkbox"/> OTHER                         |