



AUBURN SRA SPECIAL EVENTS FILING CHECKLIST

REQUIRED FILING FORMS

The following documents are required to be completed and turned into Auburn State Recreation Areas Sector Office to apply for a Special Event Permit. Completion of forms will be verified by California State Parks personnel. Acceptance of the completed application will be signified by the acceptance of the associated filing fees. Availability is limited.

- Special Event Permit Application – Gold Fields District (16 pages)
- Emergency Plan (See Page 13 of Special Event Permit Application for Requirements)
- Event Map Including:
 - Use Route – Identifying Trails and Park Facilities by Name
 - Aid Stations
 - Highway & Roadway Crossings
 - Event Parking
 - Gates Utilized
 - Restroom Locations

SPECIAL EVENT FINALIZATION FORMS

The following documents are required to be completed and turned into Auburn State Recreation Areas Sector Office to finalize Special Event Permits. Special Event Permits shall be finalized no less than 30 days prior to the event date. Completion of forms will be verified by California State Parks personnel.

- Certificate of Insurance (See Page 5 & 6 of Special Event Permit Application for Requirements)
- Associated Agency Permits (e.g. California Highway Patrol, Alcoholic Beverage Control, Auburn Area Recreation & Park District, etc.)

***For more information about Special Event Application and or Permit Applications please contact:
Auburn State Recreation Area Special Event Coordinators
501 El Dorado Street, Auburn, CA 95603
(530)885-4527 SpecialEvents.AuburnSRA@parks.ca.gov***

