



## SANTA CRUZ DISTRICT SPECIAL EVENT PERMIT APPLICATION

PAJARO COAST

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 **Pajaro Coast Special Events Office, 303 Big Trees Park Road, Felton CA 95018** ([SCD.SpecialEvents@parks.CA.gov](mailto:SCD.SpecialEvents@parks.CA.gov)) (831) 400-8519).

APPLICANT/ORGANIZATION <b>APPLICANT</b> Click or tap here to enter text.	CONTACT PERSON Click or tap here to enter text.	TITLE OF EVENT Click or tap here to enter text.
ADDRESS Click or tap here to enter text.	EMAIL ADDRESS Click or tap here to enter text.	TODAY'S DATE Click or tap here to enter text.
CITY/STATE/ZIP Click or tap here to enter text.	CELL PHONE Click or tap here to enter text.	SECONDARY PHONE Click or tap here to enter text.

**LOCATION**

<input type="checkbox"/> CASTRO ADOBE <input type="checkbox"/> FOREST OF NISENE MARKS STATE PARK <input type="checkbox"/> NATURAL BRIDGES STATE BEACH <input type="checkbox"/> NEW BRIGHTON STATE BEACH <input type="checkbox"/> MANRESA STATE BEACH <input type="checkbox"/> SANTA CRUZ MISSION STATE HISTORIC PARK	<input type="checkbox"/> SEABRIGHT STATE BEACH <input type="checkbox"/> SEACLIFF STATE BEACH <input type="checkbox"/> SUNSET STATE BEACH <input type="checkbox"/> TWIN LAKES STATE BEACH <input type="checkbox"/> WILDER RANCH STATE PARK
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EVENT TYPE (i.e. wedding, recreation, picnic) Click or tap here to enter text.	<b>EVENT DATE</b> Click or tap here to enter text.	LIFEGUARD REQUESTED Y/N? (see guidelines ) List how many & what hours. Click or tap here to enter text.
ARRIVAL/SET-UP TIME Click or tap here to enter text.	CLEAN UP/TEAR-DOWN TIME Click or tap here to enter text.	MAXIMUM NUMBER OF ATTENDEES: Click or tap here to enter text.
1. SPECIFIC PARK AREA/FACILITY TO BE USED (List all areas of the park that may be utilized for the event and any other requests): Click or tap here to enter text.		
2. PLEASE CHECK ALL THAT APPLY: <input type="checkbox"/> Additional fees will be charged for participants (beyond regular facility fees) <input type="checkbox"/> Merchandise/Items will be sold at the event		

I have read and accept the Special Event Terms and Conditions. I understand that the District Superintendent or authorized representative may terminate without prior notice any Special Event Activity when it is necessary for the safety and enjoyment of the public, for the protection of the resources or for violation of rules and regulations of the Department of Parks and Recreation or conditions of this permit. I also understand that any Special Event Permit may be cancelled without notice in the event of disaster or unforeseen emergency.

**APPLICANT'S SIGNATURE » PLEASE E-SIGN**

SPECIAL EVENT COORDINATOR TO COMPLETE	
TOTAL PERMIT FEES:	DATE:
PARKING FEES:	SPECIAL EVENTS ADMINISTRATOR:
APPROVED BY:	PERMIT STATUS:

INSTRUCTIONS: Please fill out this form to include materials, 3<sup>rd</sup> 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 [SCD.specialevents@parks.ca.gov](mailto:SCD.specialevents@parks.ca.gov). Submit this form with the permit application.

1. **Setup Materials: (tables, chairs, easy ups, BBQs, etc.)**

[Click or tap here to enter text.](#)

2. **Celebratory Materials: (flags, fliers, ribbons, signs, etc.)**

[Click or tap here to enter text.](#)

3. **3<sup>rd</sup> Party Vendors & Location of Setup (caterer, photographer/videographer, etc.)**

[Click or tap here to enter text.](#)

4. **Miscellaneous: (anything that may be included that does not fit within the parameters above)**

[Click or tap here to enter text.](#)