



**APPLICATION FOR SPECIAL USE PERMIT
(Not a Permit)**

Applicant Name:		Organization:
Address:		City/State/Zip:
Business Phone:		Business Email:
Start Date:	End Date:	
Location of Event:		
On-Site Manager Name:		On-Site Manager Phone:
Bike Race	Marathon	Fund Raising Event
Other (Describe)		
Non-Profit ID #:		
Band/DJ	Amplified Sound	Inflatable Attractions
Sale of Alcohol	Service of Alcohol	Catering
Reserved Parking Required		

Provide a description of activity requested. Include equipment to be used. Fully describe all aspects of the event:

Standard Permit Hours: 7:30 a.m. – 10:00 p.m.

Maximum No. of Participants: No. of Cars/Trucks: Set No. of RV's:

Set Up Time: Time of Event:

Time Site Clean Up Will Be Completed and Site Will Be Vacated:

Special Conditions or Requirements:

After Hours Event *May Require Public Outreach Signatures.

A refundable deposit may be required for some permits to ensure compliance with permit General Conditions. The County of Ventura will not return deposit checks if a violation of permit General Conditions, or damage to the site is found to occur. The deposit amount, if any, to be returned to the permittee, is solely at the discretion of the Ventura County Parks Department.

GENERAL CONDITIONS

The undersigned accepts and will comply with the following conditions:

- 1) Utmost care will be exercised to see that no natural, historic, or cultural features are injured.
- 2) No employee of the County Parks Department may work for the permittee in any capacity whatsoever while in uniform or if directly involved in supervision of the permittee.
- 3) There will be no noise-producing equipment unless specific authorization has been granted by the Ventura County Parks Department.
- 4) Production vehicles shall park according to an approved parking plan.
- 5) Any prop vehicles used as marked police cars shall have their light bars and decals covered at all times, except when being filmed.
- 6) Insurance requirements:
Commercial General Liability \$1,000,000 per Occurrence, \$2,000,000 Annual Aggregate (Including an additional insured endorsement naming the County of Ventura as an additional insured)
Workers' Compensation (statutory). Must include a Waiver of Subrogation. Workers' Compensation is not required if the applicant is a sole proprietor or partner.
Commercial Auto Liability \$1,000,000 each accident. Commercial Auto Insurance defined by the DMV is insurance designed for vehicles used for business purposes.

Applicant's Signature:

Date:

Applicant's Title:

Send or E-mail Application to: Ventura County Parks Department
800 South Victoria Avenue, L#5140
Ventura, CA 93009
Attn: Parks Manager

E-mail: county.parks@ventura.org

Phone: 805-654-3968

Upload Map of Location and Layout Request

Upload Certificate of Insurance

county of ventura