

PERMIT APPLICATION FOR ACTIVITY ON STATE

Phone Number: (916) 445 – 3876
Fax Number: (916) 445 - 3247

FORM REVISED FOR USE AT THE STATE CAPITOL - PSD-

5)

ALL INFORMATION MUST BE PROVIDED ON ADDITIONAL SHEETS IF NECESSARY

ORGANIZATION/APPLICANT NAME

ADDRESS (STREET, CITY, STATE, ZIP CODE) (DO NOT USE P.O. BOX)

CONTACT PERSON

Cellular TELEPHONE NUMBER

FAX NUMBER

DATE(S) OF ACTIVITY/EVENT (MONTH, DAY, YEAR) (****10 WORKING DAYS NOTICE REQUIRED ****)

NUMBER OF PARTICIPANTS

NOTIFICATION OF SECURITY "MONITORS" (NAME, ADDRESS AND CELLULAR TELEPHONE NUMBER)S

PRECISE LOCATION OF ACTIVITY

Address if other than the State Capitol:

PRECISE DESCRIPTION OF ACTIVITY

A SEPARATE INSURANCE/LIABILITY POLICY FOR EVENTS AT STATE CAPITOL MAY BE REQUIRED IF:
AN EVENT AT THE STATE CAPITOL STEPS EXCEEDS 500 PARTICIPANTS, OR
A WEDDING EVENT IN STATE CAPITOL PARK EXCEEDS 100 PARTICIPANTS

SET-UP TIME (a.m./p.m.)

STARTING TIME (a.m./p.m.)

ENDING TIME (a.m./p.m.)

NO SALES, BBQ'S, OPEN FLAME, CAMPING, GAMES OR SPORTS ALLOWED AT PERMITTED EVENTS. IF YOUR EVENT IS IN THE GRASS, YOU MUST PROVIDE SOME TYPE OF HARD, NON SLIP PATH TO MEET ADA STANDARDS PER THE FEDERAL DOJ.

WILL ALCOHOLIC BEVERAGES BE SERVED? YES NO
YES, ABC CONTACTED? YES NO
ABC LICENSE REQUIRED? YES NO

ITEMS YOU ARE BRINGING FOR THE EVENT:

The applicant's signature below reflects his/her agreement to comply with all state permit rules and conditions, state law, federal ADA Codes(attached) and any other statute or ordinance. The applicant also accepts financial liability for any damages to state property by persons attending his/her event and further agrees to leave the area clean as well as remove all trash.

APPLICANT SIGNATURE

PRINT NAME

DATE

The person who signs this form is required to be on scene at all times per the Government Code.

CHP USE ONLY

ADDITIONAL TERMS AND CONDITIONS *** **NO VEHICLE ACCESS ALLOWED FOR LOADING/UNLOADING***** SACRAMENTO CITY street parking (916) 808-2690

* Vehicle access for **exhibit** purposes past the security fence will be considered on case by case basis by CHP management after you submit an application. *****

COMMANDER OR DESIGNEE SIGNATURE

DATE

DATE AND TIME RECEIVED

CONFIRMATION/PERMIT NUMBER