



**CENTENNIAL CENTER PARK  
USE RESTRICTION EXEMPTION/SPECIAL EVENTS APPLICATION**

Applicant Name: \_\_\_\_\_

If Applicant is an entity, name of responsible individual: \_\_\_\_\_

If Applicant is an entity, is the entity a nonprofit or not-for-profit organization?

Yes  No

Contact Information for Applicant or responsible individual:

Primary Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

Onsite Contact (*if different than applicant*):

Name: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_ Time(s) of Event: \_\_\_\_\_

Total Anticipated Attendance: \_\_\_\_\_

Type of Event (*select only one option*):

Private Event  Event Open to the Public  Ticketed Access Event

Nature/Brief Description of Event:

Facilities /Park Areas Involved:

Please describe entertainment (if any) to be featured at event:

## Restrictions for Which Exemption Is Sought

Check restricted uses for which an exemption is sought and provide details on all checked items in the lines following.

- Place or post signs.
- Camp overnight.
- Park motor vehicles overnight.
- Utilize a grill other than those provided in the in the Park.
- Utilize a device involving an open flame or internal combustion (e.g. generator).
- Enter or remain in the Park during off-hours.
- Enter the Park at any point other than paved or gated access points.
- Enter the Park with a motor vehicle.
- Operate remote control or control-line devices in the air or on the ground.
- Ride bicycles, scooters, skateboards, roller skates, roller blades or similar wheeled recreational equipment.
- Restrict access to an area other than a designated reservation site (e.g. parking lot)
- Use of any amplified sound system that produces sound audible beyond 25 feet.
- Utilize 800 amp electrical service (amphitheater only – requires licensed electrician).
- Sell tangible or intangible goods or services (excluding food or beverages).
- Sell or offer for sale food or nonalcoholic beverage.
- Consumption of alcoholic beverages.
- Install or erect any structure including, but not limited to, tents, booths, stands, awnings, stages, inflatable amusements and canopies other than temporary awnings and umbrellas for shade not exceeding 25 square feet.

Please provide details on all exemptions sought (location, nature, duration, quantity, dimensions, etc.).

## Large, Public or Ticketed Event

Complete this section only if your event meets one or more of the following criteria:

1. Anticipated attendance exceeds 300
2. Event is open to the public or restricted to individuals with a paid event ticket
3. The City has determined that the nature of the event requires the issuance of a special event permit.

**Public and Ticketed Events** *(skip to Attendance section if not applicable)*

What methods and/or venues will be used to promote the event?

Will media coverage occur during the event?      Yes      No

If yes, please list all anticipated organizations and the type of coverage anticipated.

Please list any celebrities or dignitaries that may be in attendance.

What, if any, areas are you requesting to restrict access to?

**Attendance**

Will attendees arrive at the same time (within 30 minutes)?      Yes      No

Will attendees depart at the same time (within 30 minutes)?      Yes      No

If "No" was answered to either of the above questions, please provide a timeline for the event detailing anticipated attendance in hour increments.

1<sup>st</sup> Hour: \_\_\_\_\_     2<sup>nd</sup> Hour: \_\_\_\_\_     3<sup>rd</sup> Hour: \_\_\_\_\_     4<sup>th</sup> Hour: \_\_\_\_\_

5<sup>th</sup> Hour: \_\_\_\_\_     6<sup>th</sup> Hour: \_\_\_\_\_     7<sup>th</sup> Hour: \_\_\_\_\_     8<sup>th</sup> Hour: \_\_\_\_\_

9<sup>th</sup> Hour: \_\_\_\_\_     10<sup>th</sup> Hour: \_\_\_\_\_     11<sup>th</sup> Hour: \_\_\_\_\_     12<sup>th</sup> Hour: \_\_\_\_\_

13<sup>th</sup> Hour: \_\_\_\_\_     14<sup>th</sup> Hour: \_\_\_\_\_     15<sup>th</sup> Hour: \_\_\_\_\_     16<sup>th</sup> Hour: \_\_\_\_\_

Requirements for special events may include the submittal of plans detailing the following:

- a. Crowd control/safety/security
- b. Traffic control
- c. Parking plan
- d. Trash collection and disposal plan
- e. Portable toilet plan
- f. Insurance provisions to ensure applicant's ability to meet its obligation to indemnify the City for any damages or injuries
- g. Post-event cleaning
- h. Special structures, equipment to be used or placed at the event
- i. Tri-County Health Department inspection/permit
- j. Overall site plan

In addition to the hourly reservation fee rate, associated fees may be charged for costs incurred by the City for any security, waste removal, utility usage, damages, cleaning costs, staffing, development, approval and implementation of security, parking and/or traffic plans, loss of reservation income if the reserved event forecloses the possibility of renting other facilities within the Park, and other similarly associated cost(s).

By submitting this application, Applicant expressly agrees, should the requested permit issue, to pay all costs to make the City whole, and to defend, indemnify and hold harmless the City, and any of its Council Members, board members, commissioners, officials, officers, agents, Contractors, attorneys, or employees from any and all damages, liability, expenses, or court awards, including costs and attorney's fees that are or may be awarded as a result of any loss, injury or damage sustained or claimed to have been sustained by the City or any third-party, including but not limited to, any property, person, firm, partnership, or corporation, in connection with or arising out of any intentional, reckless, negligent or tortious conduct, error, omission, or act of commission by Applicant or any of its attendees at the event sought to be permitted. The applicant's obligation to indemnify pursuant to this paragraph shall survive the completion of the permitted event.

**By submitting this application, Applicant expressly agrees to all terms and conditions of any permit issued in accordance with this application and represents, if Applicant is a corporate entity, that the individual submitting this application on behalf of the Applicant has the authority to bind such entity to the agreements created by the submission of this Application and issuance of a Permit.**

This is not an application for a permit to authorize the sale, service, or consuming or the possession of an open container of any alcoholic beverage or 3.2% beer in the Park or Park parking area. If desired, Applicant must separately apply for such permits (available under limited circumstances) by calling (303) 325-8000 at least 30 days before the event date and asking to speak with the Deputy City Clerk.

**Centennial Center Park**  
**Special Events and Permitting**  
13133 E. Arapahoe Rd.  
[parkinfo@centennialco.gov](mailto:parkinfo@centennialco.gov)  
303.754.3358