

To the Applicant:

- Complete this form if you are seeking permission to hold a special event or perform some temporary, short-term activity, such as a wedding ceremony at a non-reservable area. Return this completed application and \$30.00 processing fee to: Marin County Parks, 3501 Civic Center Drive Suite 260, San Rafael, CA 94903. For more information call 415-473-6387. If paying via credit card, completed applications can be faxed to (415) 473-3795. Applications will not be approved until payment has been received. Please allow up to 10 days processing time. At Marin County Parks' discretion, some events will be required to provide proof of insurance (\$1,000,000 minimum insuring the County of Marin by separate endorsement) and/or a cleanup deposit prior to issuance of a permit. In addition, applicant may be required to post "Notice of Special Event" to inform other users of the activity. **Permits are not transferrable. Submitting an application does not guarantee that the application will be approved.**

**APPLICANT INFORMATION**

1. Name: \_\_\_\_\_
2. Driver's License #: \_\_\_\_\_
3. Organization: \_\_\_\_\_
4. Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_
5. Telephone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax#: \_\_\_\_\_
6. Email: \_\_\_\_\_

**DESCRIPTION OF ACTIVITY**

7. Name of Park and/or Location: \_\_\_\_\_
8. Type of Activity  
 RUNNING  PICNIC  WEDDING CEREMONY  KAYAK  RESEARCH  EDUCATIONAL  
 VEHICLE ACCESS NEEDED  OTHER (write in type of activity)

9. Dates(s) /Time of Activity: \_\_\_\_\_
10. Maximum # of Participants: \_\_\_\_\_

11. Will this event be advertised to the public? \_\_\_\_\_ How? \_\_\_\_\_

12. Briefly describe the activity (include location within park, equipment, educational component, etc.)

Add an additional sheet of paper w/description, if necessary:

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13. What assistance will you require from Marin County Park Rangers?

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#### 14. ACCEPTANCE BY APPLICANT

The above stated applicant hereby assumes and agrees to protect, hold harmless and indemnify the County of Marin from all legal liability for injury to or death of all persons whomsoever resulting from above said activity. Applicant and organization representatives must be of legal age. Minors may not apply for a permit nor sign the permit application.

Signature \_\_\_\_\_ Date: \_\_\_\_\_  
(Please use **blue** ink)

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

**Applicants: Do not write below the dotted line.**

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#### APPROVAL BY MARIN COUNTY PARKS

Additional permit conditions attached? Yes  No

Insurance required? Yes  No  If yes, is current proof of insurance attached? Yes  No

Insurance waived? Yes  No  Staff signature for waiver of insurance \_\_\_\_\_

Permit has been approved: Yes  No  Permit #: \_\_\_\_\_

Total Fees Owed \$ \_\_\_\_\_ (attach additional fee sheet if needed) **Attachment? Y N**

Total Fees Paid \$ \_\_\_\_\_ Visa MC Cash Check # \_\_\_\_\_

Date Paid \_\_\_\_\_

**This permit application has been approved by:**

Signature: \_\_\_\_\_ Date Approved: \_\_\_\_\_