



Lehi City Corporation
153 North 100 East, Lehi, UT 84043
(801)768-7100

FOR OFFICE USE ONLY
Issued Date
Permit # Date Rec'd
App. Fee Other Fee(s)
Deposit: Total Fee:
Ins. Rcvd Fee Paid
Check Cash Charge
Deposit Release Date

Special Event Permit Application

For questions, please contact Erin Wells at (801)768-7100 x.2274 or ewells@lehi-ut.gov

Name of Organization:

Event Description:

Location of Event:

Event Date(s): Start End Time(s) AM/PM to AM/PM

Contact Person: Phone:

Address:

Email:

Special Event Sales Tax No. (If Applicable): Expected # of Attendees:

Estimated # of Staff/Volunteers: Admission Fee (if applicable):

Will your event require public sidewalks or other public right-of-way? Yes No

*If you marked Yes, then you will be required to provide a route map along with a barricade plan.

Please describe what city staff (if any) such as Police, Fire/EMS, or Parks personnel your event will need.

A \$20 Special Event Review Fee must be submitted with the application. Additional charges for police, fire, or parks personnel may apply. A \$250 refundable deposit is required along with naming Lehi City as an additional insured on a Commercial General Liability Insurance Policy of \$1,000,000.

I understand that no blowup toys such as bounce houses may be used on city property during this event. (Initial)

The undersigned acknowledges that the information in this application is true and correct and agrees to adhere to all rules, regulations, and policies established by Lehi City. Applicant understands that an Event Permit does not authorize any violation of the provisions of Lehi City Code or any other code or law, rules, regulations or ordinances. The undersigned agrees to waive and release all rights and claims that might be had against Lehi City for any and all injuries or losses suffered because of participation in or use of Lehi City facilities or services. Undersigned agrees to indemnify and defend Lehi City against all claims arising out of the event and to reimburse Lehi City for all costs incurred by Lehi City as a result of the event including public safety, garbage, park maintenance, clean-up, and power.

Signature: _____ Date: _____

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- Not a Special Event
- Special Event with no additional services (requires deposit and insurance)
- Special Event with additional services (requires deposit, insurance, and additional fees)

COMMENTS: _____

