

SPECIAL EVENT PERMIT APPLICATION - CITY OF BEAUMONT

EVENT DESCRIPTION

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Was this event held last year? If yes, where <u>SAME LOCATION</u> Attendance? <u>100</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is this a Charitable fundraiser? If yes, for what cause? _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is there an attendance fee? Fee per person: \$ _____ Fee collected in advance? _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is this event open to the public?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will there be any areas within the event that will be for private use only? (Example:VIP area, ect.)

MANDATORY ATTACHMENTS: Required to be submitted with every application. Reference page ii for instructions.

- EVENT NARRATIVE:** Please provide a description of the event theme, purpose, schedule of activities, entertainment, food, beverages (including alcohol), cleanup plan, ect.
- SITE DIAGRAM:** For activities on **public and private property:** a detailed drawing depicting the proposed layout, including the location of booths, tables, stages, fences, dumpsters, signage, portable toilets and all other event equipment. For any activity on **private property:** diagram must also show **all** marked parking spaces, adjacent streets, residential units, and indicate the linear feet from the event boundary to streets and residences.
- ROUTE MAP:** For parades, runs, walks and races on **public streets or sidewalks:** a map of the proposed route, route, start and finish points, direction of movement and proposed street closures including the specific lane(s) requiring closure.

SPECIFIC EVENT INFORMATION


YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will <u>any</u> equipment be used on the event site? (Examples: fence, tent, canopy, table, chair, stage, trash container, dumpster, booth, amplified sound system, musical instruments, carnival ride, parade float, portable toilet, ect.)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the event require the closure of any public street or traffic lane?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will there be any food and/or beverages prepared, sold or served at the event?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will there be sales of any kind?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will there be any activity connected to the event? (Examples: live animal display, parachute jump).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Do you require any City services? (Examples: traffic control, tow zone, street barricades, electrical power, ect.)

If you answered **NO** to all of the questions in this section, you have completed this application. Sign the Declaration below, attach the Mandatroy Site Diagram or Route Map and submit your application.
 If you answered **YES** to ANY of the questions in this section, please complete the remainder of this application.

DECLARATION

As the authorized representative of the applicant, I hereby declare that:

1. The information contained in this application and attachment(s) is true, complete and to the best of my knowledge.
2. Applicant agrees to defend, indemnify and hold harmless City, its officers, agents and employees from and against any and all claims, demands, causes of action, or liabilities incurred by City, its officers, agents, or employees, arising from Applicant's acts or omissions under this Agreement or any act of omission of the Applicant's permission or invitation of Applicant, except as may arise from the negligence or willful misconduct of City, its officers, agents, contractors, or employees. In any action or claim against City in which Applicant is defending City, City shall have the right to approve legal counsel providing City's defense and such approval shall not be reasonably withheld.
3. Applicant has received and understands the information contained in the Special Events Guidelines and will adhere to required arrangements listed within these Guidelines.
4. Applicant will pay for actual costs of any City services provided for your event within 30 days from receipt of City invoice.
5. No copyrighted musical or visual arts composition shall be performed or played, weather amplified, televised, in the form of a mechanical recording or personal rendition, or otherwise in connection with any use of City property, unless the Applicant shall have first obtained all approvals and paid any license fee or other fee required by the copyright owner. Without limitation of any other provision, Applicant's indemnification of City as set forth in a permit or authorization to conduct an event, shall include indemnifying and saving City harmless from and against any and all liability or responsibility whatsoever for any infringement of an/or other violation of the right of any such copyright owner under any copyright law.
6. Applicant will provide access to the City's Special Event recycling service provider at a level of service established by the Director of Environmental Services or his/her designee if the following conditions are met: the event occurs on a City street or on a City-owned site, facility or public park and has an average daily attendance of at least 1,000 persons.

Signature  Date 09/15/2025
 Print Name SINTHIA CANALES Title PRIVATE BANKING
 Business Name HCN BANK Tel (951) 481-9535 Email scanales@hcnbank.com

For Private Property Event, a letter from the property owner (or an agent authorized by the owner) must be included with this application. The letter should be on company letterhead acknowledging their approval of the event, knowledge of the date, time and activities scheduled to take place. Contact information (address, email and phone) for this individual should be included in the letter.

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APPROVAL

1. Community service _____ **Date:** _____

Comments: _____

2. Police (Chief of Designee) _____ **Date:** _____

Comments: _____

3. Fire _____ **Date:** _____

Comments: _____

4. Planning _____ **Date:** _____

Comments: _____

5. Public Works _____ **Date:** _____

Comments: _____

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ADDITIONAL EVENT INFORMATION

Equipment / Source of Power

- | YES | No | |
|---|-------------------------------------|--|
| 1. _____ | <input checked="" type="checkbox"/> | Will the event be fenced? Do you want the City to provide fencing? YES: _____ NO: _____ |
| 2. _____ | <input checked="" type="checkbox"/> | Will there be parade floats? |
| 3. _____ | <input checked="" type="checkbox"/> | Will there be a tent or canopy? If yes, date being erected: _____ Size(s): _____ |
| 4. _____ | <input checked="" type="checkbox"/> | Will amplified sound equipment be used? |
| 5. _____ | <input checked="" type="checkbox"/> | Will electrical power be used...Do you want the City to provide electrical power? Yes: ___ NO: ___ |
| 6. _____ | <input checked="" type="checkbox"/> | Will a generator be used? |
| 7. _____ | <input checked="" type="checkbox"/> | Will there be a stage?..... If yes, date being set up: _____ Removal date: _____ |
| 8. _____ | <input checked="" type="checkbox"/> | Will heaters be used?..... If yes, indicate heater type: _____ |
| 9. _____ | <input checked="" type="checkbox"/> | Will there be booths?.....If yes, complete the following information:
of sales booths: _____ # of non-sales booths: _____ Total booths: _____
Booth setup date: _____ Setup time: _____ Booth removal date: _____ Removal time: _____
Vendor arrival date: _____ Arrival: _____ |
| 10. Total tables that will be set up (outside of booths): _____ | | |

Food and Beverage

- | YES | NO | |
|---|-------------------------------------|---|
| 11. _____ | <input checked="" type="checkbox"/> | Will alcohol be sold or served?..... If yes, Beer? _____ Wine? _____ Other? _____ |
| 12. _____ | <input checked="" type="checkbox"/> | Will there be food preparation? |
| 13. _____ | <input checked="" type="checkbox"/> | Will there be cooking booths? |
| 14. Indicate all cooking methods: Electrical appliance: _____ Liquid fuel device: _____
Wood/Charcoal BBQ: _____ Deep Fryer: _____ | | |

Sales

- | YES | NO | |
|------------|-------------------------------------|---|
| 15. _____ | <input checked="" type="checkbox"/> | Will any items be sold? |
| 16. _____ | <input checked="" type="checkbox"/> | Will vehicles be sold? |
| 17. _____ | <input checked="" type="checkbox"/> | Are you requesting a Vendor Zone? Applicable to Downtown events only - this controls vendor carts around your event. |

Traffic and Parking Control

- | YES | NO | |
|------------|-------------------------------------|---|
| 18. _____ | <input type="checkbox"/> | Will you require a "No Parking" tow zone? |
| 19. _____ | <input checked="" type="checkbox"/> | Will you require a traffic control officer? |
| 20. _____ | <input checked="" type="checkbox"/> | Are you requesting that any public street or traffic lane be closed for your event? |

Miscellaneous Activities

- | YES | NO | |
|------------|-------------------------------------|--|
| 21. _____ | <input checked="" type="checkbox"/> | Will there be a circus or carnival? |
| 22. _____ | <input checked="" type="checkbox"/> | Will there be fireworks/pyrotechnics? |
| 23. _____ | <input checked="" type="checkbox"/> | Will there be aircraft or a parachute jump? |
| 24. _____ | <input checked="" type="checkbox"/> | Will there be live animals? |
| 25. _____ | <input checked="" type="checkbox"/> | Will there be items that produce extra trash/litter ((flyers, box lunches, ect.)?
Describe: _____ |
| 26. _____ | <input checked="" type="checkbox"/> | Will there be any other type of activity not listed here?
Describe: _____ |

Additional information describing above responses: _____
 5TH ANNUAL TRUNK OR TREAT. HOSTED BY HCN BANK

OCT 29 2024

TRUNK
OR
TREAT

HCN BANK

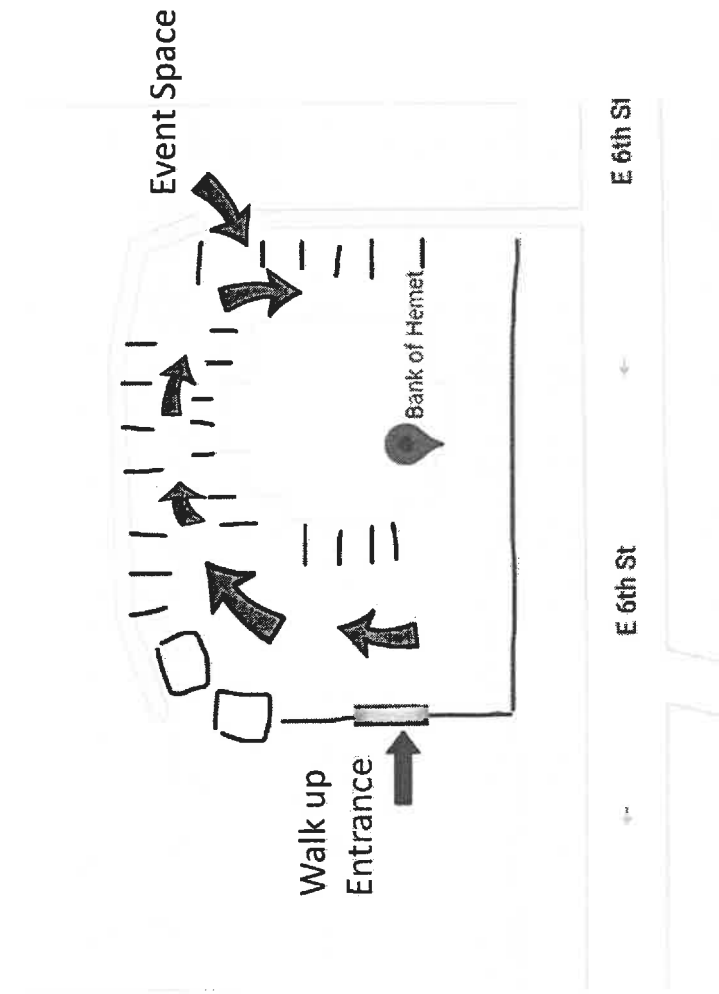
1540 E. 6TH STREET SUITE C
BEAUMONT CA 92223

6PM - 8PM

WWW.HCSBANK.COM

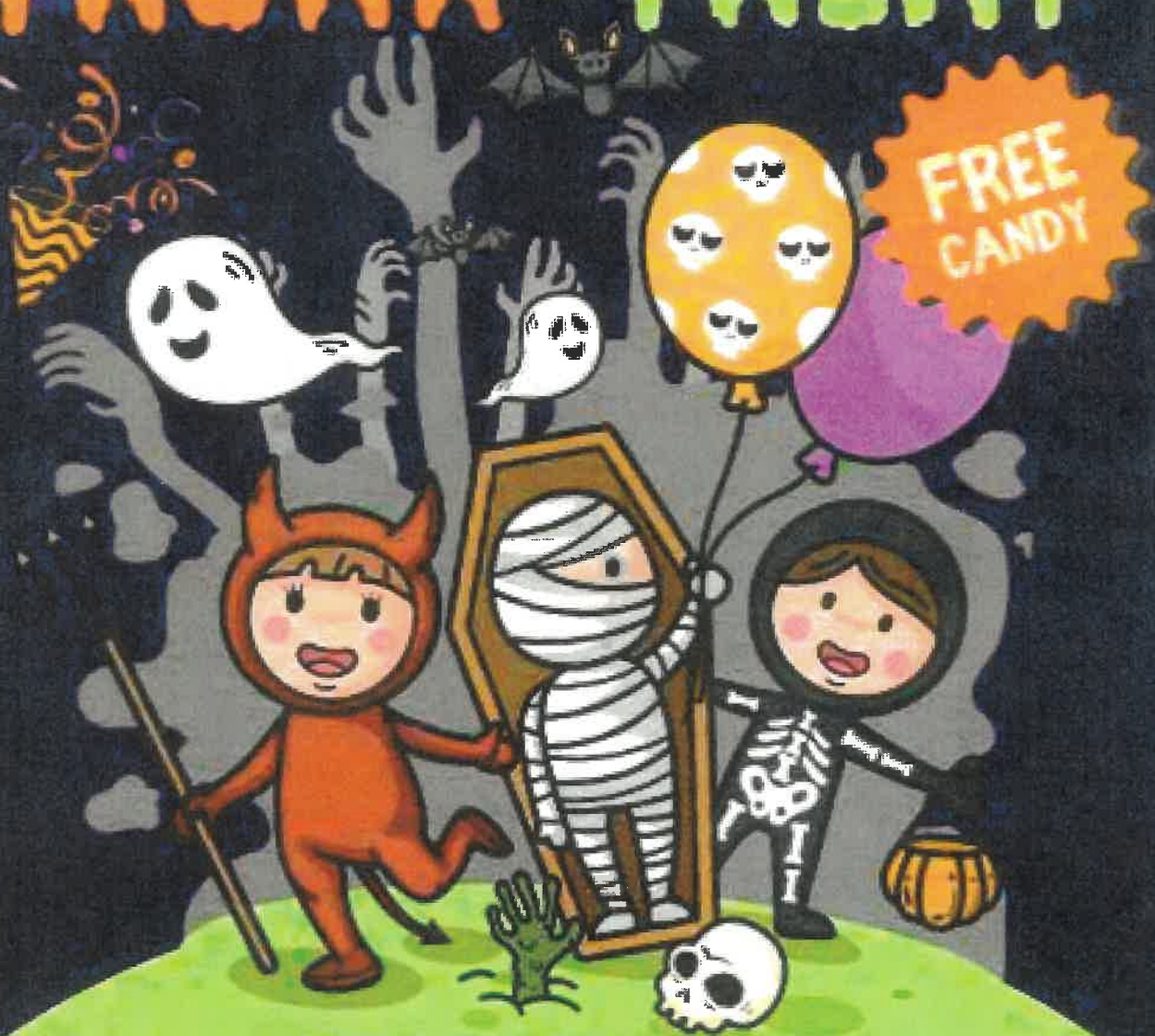


HCN BANK Annual Trunk or Treat



HCN BANK

TRUNK OR TREAT



JOIN THE PARTY 6-8PM

OCT 23RD 2025

HCN BANK

1540 E 6TH STREET BEAUMONT CA

HCNBANK.COM

Member
FDIC

