



**CITY OF CANYON LAKE SPECIAL EVENT PERMIT APPLICATION**

31516 Railroad Canyon Road, Canyon Lake, CA 92587

Phone: (951) 244-2955 Fax: (951) 246-2022

**Processing Fee: \$25.00 Check or Cash only**  
**Disclaimer: Application should be submitted for any Special Event that will have 50 or more people at least 28 calendar days in advance. The City will either approve or deny the application within 14 Calendar days. Please read the attached Canyon Lake Municipal Code Chapter 11.25 regarding Special Events**

Received Stamp: \_\_\_\_\_

Received By: \_\_\_\_\_

Project No: \_\_\_\_\_

Fee: \$25.00  
 Paid: Yes  No   
 Cash/Check No: \_\_\_\_\_

<b>APPLICANT</b>	Name: _____ Organization (if applicable): _____ Address: _____ e-mail: _____ _____ Phone/Fax: _____
<b>PROPERTY OWNER</b>	Name: _____ Organization (if applicable): _____ Address: _____ e-mail: _____ _____ Phone/Fax: _____  <b>I hereby grant permission for the operation of this Special Event at the subject property.</b> <b>Property Owner, POA or MOA's Signature: _____</b>
<b>PROPOSED EVENT</b>	Name of Event and General Description: _____ _____  <b>Location: _____ Date &amp; Hours of proposed event: _____</b> <b>Address: _____</b> _____ <b>Estimated number of participants/spectators: _____</b>  Will this event have any signs/banners? NO <input type="checkbox"/> YES <input type="checkbox"/> All signs require a sign permit (separate application/fee) Will the event require any of the following support requirements? Traffic <input type="checkbox"/> Crowd Control <input type="checkbox"/> Street Closures (all or part) <input type="checkbox"/> Other <input type="checkbox"/> please explain: _____  Will this event cause any noise or traffic congestion in the vicinity of the proposed event? NO <input type="checkbox"/> YES <input type="checkbox"/> Sound amplification use? Please describe: _____  Will food or beverages be sold or provided at the event? NO <input type="checkbox"/> YES <input type="checkbox"/> - SOLD <input type="checkbox"/> PROVIDED <input type="checkbox"/> If Provided, Please Explain _____ If yes, a permit from Riverside County Department of Environmental Health is required. A copy of this permit is attached? NO <input type="checkbox"/> YES <input type="checkbox"/>  Will alcoholic beverages be sold or provided at the event? NO <input type="checkbox"/> YES <input type="checkbox"/> - SOLD <input type="checkbox"/> PROVIDED <input type="checkbox"/> If Provided, Please Explain _____ ABC Permit No.: _____  Will there be any flammable materials onsite? NO <input type="checkbox"/> YES <input type="checkbox"/> If yes, please explain: _____

<b>SITE PLAN</b>	<p>Please provide a site plan on a separate sheet or in the space provided below, identifying the following:</p> <ul style="list-style-type: none"> <li>▪ Location and Size of project site, Lot Dimensions, Closest Intersection(s)</li> <li>▪ Vehicular and/or pedestrian access points, Driveway entrance(s), exit(s), Pedestrian aisles (curb if any), Loading and unloading area(s)</li> <li>▪ Location of on-street/off-street parking area(s) and number of parking spaces</li> <li>▪ Location of lighting, temporary fencing (6'feet high maximum), gates</li> <li>▪ Location(s) of tents/canopies, Food services, Alcoholic beverage areas, Restrooms/portable toilet facilities, Trash facilities, etc.</li> <li>▪ Location of any flammable materials</li> <li>▪ Location of signs if any</li> </ul>
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**Applicant, shall indemnify, protect, hold harmless and defend the City (with Counsel chosen by City) and any agency instrumentally thereof, and any of its officers, employees and agents from any and all claims, actions or proceedings against the City to attack, set aside, void, annul, seek monetary damages resulting from the approval of this [application/Plot Plan/CUP] and/or the categorical exemption/MND/EIR/determination of exemption. City promptly shall notify the applicant of any claim, action, or proceeding to which this condition is applicable; applicant shall further cooperate fully in the defense of the action. The City reserves its right to take any and all action the City deems to be in the best interest of the City and its citizens in regard to such defense. The City may require that the applicant execute an indemnification agreement acceptable to the City in both form and content.**

I have read and understand Canyon Lake Municipal Code Chapter 11.25, regarding Special Events  
I declare under penalty of perjury that the forgoing and all information submitted is true and correct.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

