



COUNTY OF MONO

County Administrative Office
P.O. BOX 696, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5405 • FAX (760) 932-5411
smesserlian@mono.ca.gov

PUBLIC SPECIAL EVENT APPLICATION

The following application is intended for all types of Public Special Events where 50 or more individuals will attend. Please be as specific as possible. Completed applications must be submitted for approval at least 45 days prior to event.

EVENT ORGANIZER _____

ADDRESS _____ CITY/STATE/ZIP _____

PHONE _____ FAX _____ E-MAIL _____

NATURE OF EVENT (please provide full description) _____

DATE OF EVENT _____ **HOURS OF EVENT** _____ a.m./p.m. to _____ a.m./p.m.

OTHER OPERATORS/PROMOTERS

NAME _____

ADDRESS _____ CITY/STATE/ZIP _____

NAME _____

ADDRESS _____ CITY/STATE/ZIP _____

VENDORS (in lieu of individual Mono County business license) *Use additional sheets if necessary.*

NAME _____

ADDRESS _____ CITY/STATE/ZIP _____

NAME _____

ADDRESS _____ CITY/STATE/ZIP _____

NAME _____

ADDRESS _____ CITY/STATE/ZIP _____

PROFITABLE EVENT **NONPROFIT EVENT** (proof of tax-exempt status may be requested)

NUMBER OF ATTENDEES _____

COMMUNITY CENTER RESERVED: Benton Bridgeport Chalfant Valley Crowley Lake

June Lake Lee Vining Walker Other site reserved _____

RESTROOMS: On-site fixed facilities Portable, how many? _____

DRINKING WATER: On-site fountain On-site sink Bottled water Other _____

MEDICAL AID: Type _____ Location _____

SECURITY MEASURES: Portable fencing Extra lighting Sheriff Other _____

ELECTRICITY: No Yes, provided by _____, paid by _____

LIVE MUSIC: Type _____ Number of musicians _____

Concert/dance Amplified from _____ a.m./p.m. to _____ a.m./p.m. (no later than 10 pm)

WILL YOU BE ERECTING/INSTALLING TEMPORARY STRUCTURES? Yes No

(May be subject to building codes and additional time for review)

COUNTY PERSONNEL/EQUIPMENT REQUESTED _____

CLEANUP PLAN: Personnel provided by _____ Finish time _____

ADDITIONAL CONTAINERS: Dumpsters, trash bags, etc. supplied by _____

ATTACHMENTS

(Please attach all of the following that apply to your event)

SCHEDULE OF EVENTS (include items and times)

SITE PLAN (required for events anticipating more than 200 attendees)

Site plan may be hand drawn, not necessarily to exact scale, to show the following:

- Event site location
- Stage/entertainment areas
- Food booths
- Game booths
- Sales booths
- Parking areas
- Restroom facilities
- Street closures
- Dumpsters/trash cans

LIABILITY INSURANCE (certificate naming county as additional insured)

ALCOHOLIC BEVERAGE LICENSE (from Alcoholic Beverage Control): No alcohol on the premises

MAPS OR ROUTES (i.e., bicycle race/tour, 5K-10K runs or other event maps)

PERMITS: Encroachment Permit (Caltrans/Public Works)

Road Closure (Caltrans/Public Works/ BOS Resolution)

Temporary Food Permit (Environmental Health)

Please submit completed application to: Mono County Administrative Office

**ASSUMPTION OF RISK AND RELEASE OF LIABILITY
FOR USE OF MONO COUNTY FACILITY, EQUIPMENT,
PROPERTY, AND/OR SERVICES**

WHEREAS, the undersigned, _____ (hereinafter "Permittee"), desires to use the following facility, equipment, property, and/or services owned, operated, controlled, or provided by the County of Mono, a political subdivision of the State of California ("the County") for the following purpose(s): _____ on the following date(s) or time(s): _____

WHEREAS, the County is willing to permit such use of the aforementioned County facility, equipment, property, and/or services in exchange for the Permittee's execution of this release of liability:

NOW, THEREFORE, as a material inducement for County to hereby grant Permittee permission to use a County facility, equipment, property, and/or services, Permittee hereby assumes all risk, holds harmless, irrevocably and unconditionally releases, and agrees to indemnify and defend, the County and its successors, predecessors, assigns, officers, employees, agents, representative, attorneys, and affiliated entities, and all persons acting by, through, under or in concert with them, with respect to any and all liability, lawsuits, and/or claims for damages or injuries to persons or property (including but not limited to theft or loss of, or damage to, Permittee's personal property) as a result of or in any way connected with Permittee's presence on, or use of, the County facility, equipment, property, and/or services for which permission is hereby granted and/or as a result of the presence on, or use of, that facility, equipment, property and/or services by Permittee's agents or by any persons invited or allowed into the facility, equipment, property, and/or services by Permittee. **Through this release, Permittee waives all rights given by Section 1542 of the California Civil Code which reads as follows: "As a general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known to him must have materially affected his settlement."**

PERMITTEE HEREBY ACKNOWLEDGES HAVING READ AND UNDERSTOOD THE FOREGOING, AND HAVING HAD OR **EXPRESSLY WAIVING** THE RIGHT TO HAVE HIS OR HER OWN ATTORNEY REVIEW AND ASSIST IN THE PREPARATION OF THIS DOCUMENT BEFORE SIGNING IT.

MONO COUNTY:

By: 
County Counsel/Acting Risk Manager
P.O. Box 2415
Mammoth Lakes, CA 93546
(760)924-1700 Fax: (760)924-1701

PERMITTEE:

By: _____
Print: _____

Company: _____
Date: _____

Mono County Environmental Health

P.O. Box 3329
Mammoth Lakes, CA 93546
(760) 924-1830, fax 924-1831

P.O. Box 476
Bridgeport, CA 93517
(760) 932-5580, fax 932-5284

APPLICATION FOR TEMPORARY FOOD PERMIT

Please submit application and fee (if applicable) at least two weeks prior to event. See page 2 for fee schedule.

NAME OF EVENT _____ DATE OF EVENT _____

LOCATION OF EVENT _____

SPONSOR OF TEMPORARY FOOD FACILITY _____

CONTACT PERSON _____ PHONE _____

MAILING ADDRESS _____

CITY/STATE/ZIP _____

FOOD PREPARATION: In permitted restaurant kitchen (or community center)?

YES NO

NAME OF FACILITY _____

FOODS

INDICATE SOURCE OF EACH FOOD; LIST ALL FOODS TO BE SERVED. INDICATE WHICH FOODS ARE PACKAGED, BOTTLED OR BULK FOODS.

FOODS TO BE PREPARED AT TEMPORARY FOOD FACILITY

FOOD BROUGHT IN FROM PERMITTED FACILITY (IF APPLICABLE)

More on back...

EQUIPMENT

LIST ALL EQUIPMENT TO BE INSTALLED AT BOOTH OR CONCESSION, INCLUDING GRILLS, STOVES, REFRIGERATORS, HOT HOLDING DEVICES, SINKS, ETC:

FOOD PROTECTED FROM CUSTOMER CONTAMINATION BY SNEEZE GUARDS:

YES NO

FOOD PREPARED AT BACK BAR ONLY (AWAY FROM CUSTOMERS):

YES NO

FOOD FACILITY CONSTRUCTION

SPECIFY FLOOR, WALLS & CEILING MATERIAL OF THE TEMPORARY FOOD FACILITY:

IS TEMPORARY FOOD FACILITY PROTECTED FROM DUST CONTAMINATION ON THREE SIDES & TOP?

YES NO (If not, describe procedure for protection of foods)

TEMPORARY FOOD PERMITS FEE SCHEDULE - 2012

COMMUNITY EVENT ORGANIZER / INDIVIDUAL VENDOR

14 Days prior to event	\$81.00
8 to 13 Days prior to event	\$101.25
2 to 7 Days prior to event	\$121.50

ANNUAL TEMPORARY FOOD PERMIT (July 1 to June 30)	\$324.00
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OFFICE USE ONLY:

PERMIT FEE PAID:

YES NO DATE _____ RECEIPT # _____ CHECK# _____ CASH

CREDIT CARD AMOUNT \$ _____

APPROVAL TO ISSUE PERMIT:

YES NO DATE _____ BY _____