



TOWN OF ALPINE
EVENT APPLICATION/PERMIT

This Town of Alpine Special Events Application is required for any Special Event
that is held on the Town of Alpine Property

PURSUANT TO THE WYOMING GOVERNMENTAL CLAIMS ACT W.S. §1-39-101 et. seq. - THE TOWN OF ALPINE,
WYOMING, SHALL NOT BE LIABLE FOR ANY LOSS OR INJURY THAT MAY OCCUR TO PERSONS OR PROPERTY
CAUSED BY EVENT PROMOTORS, VENDORS, PUBLIC, AND PARTICIPANTS

Application Date	12/9/2024
Event Name	WIND RIVER YOUTH SNOWCROSS
Event Date	1/31/25 2/1/25
Event Hours	8:00 Am To 5:00 PM
Event Summary	YOUTH SNOWCROSS
Location of Event	TOWN LOTS ON BUFFALO DR.
Attach a Map of the Event Area	

Use the following legend to label your event map: *Tents (T), *Food Vendor (FV), *Alcohol Vendor (AV), Other Beverage Vendors (BV), Portable Toilets (PT), Hand Washing (HW), Stages or Amplified Sound (SO), Garbage Receptacles (G), Recycling Receptacles (RR), Retail Merchants (RM), Security (S), Fire Lane (FL), Fire Extinguishers (FE), First Aid Station (FA), Barricades (B), Electricity/Generators (E), Trailer/Vehicle Storage (TL), Car Parking (CP), Bike Parking (BP), Entry Gates (EG), Bleachers (BL). **If there are multiple venues for this event a site map will need to be included for each location!**

Number of Planned Attendees per Day	100
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Sponsoring Person or Organization	PINEDALE SNOWEXPLORERS + TOP OF THE ROCKIES
Sponsoring Contact Information	T.O.R. PRESIDENT
Name	ALEX SINCLAIR
Address	
Contact Phone Number	360-690-5844
E-Mail Address	sinclaircrf@gmail.com

Set-Up Date	1/25/25	Set-Up Time	8:00 Am
Clean-Up Date	2/1/25	Clean-Up Time	5:00 Pm

Where will event start	BUFFALO DR.
Responsible Party	T.O.R.
Where does the event terminate	BUFFALO DR.
Responsible Party	T.O.R.

Identify the Travel Route	
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Identify Parking Area	CLEARED AREA ON LOT
Parking Capacity	25 VEHICLES
Number of Attendants	15
Names and Contact Information for Attendants	



EVENT DETAILS

Staffing

How many people will be working at the event?

Staff:

Volunteers: 15

Independent Contractors:

Security:

Vendors:

Admission Fee

Will you be charging an admission fee?

☒ No

☐ Yes

Amplified Sound

Will your event have any amplified sound/music?

☐ No

☒ Yes

If you answered yes indicate the start and end time(s). 8:00 AM - 5:00 PM

Food

Will food and/or beverages (including alcohol) of any type be served at this event?

☒ No

☐ Yes

If you answered "Yes", you would need to contact the Wyoming Department of Agriculture for any permits needed to serve food.

Describe the food and/or beverage services offered:

Will Mobile Food Preparation Vehicles (Food Trucks) of any type be used at this event?

☒ No

☐ Yes

If you answered "Yes", each food truck participating will need to comply with the requirements of the International Fire Code and/or State of Wyoming food truck requirements.

Insurance/Bond

Is this event insured?

☐ No

☒ Yes

Details of the insurance/bond will need to be provided.

TEIGLER INSURANCE
PIUEDALE WY.

I have read and understand the Standard Conditions for the Events. I have answered all the questions in the application truthfully and to the best of my knowledge.

Signature

Print Name

Health & Sanitation

Describe the sanitation facilities to be used including the location and number of trash receptacles and toilets. ADA units may be required.

PORTABLE TOILETS.
Include the name/number of personnel responsible for maintenance and cleanup.

Alcohol

Will alcohol be served at this event?

☒ No

☐ Yes

If you answered "Yes", you would need to check with the Alpine Town Clerk for any alcohol permit requirements.

Describe the plan for alcoholic beverage service and a name and phone number of the person responsible.

Security

Describe plans for security for the event and name and phone number of the person responsible.

Animals

Are animals of any kind involved in this event?

☒ No

☐ Yes

If yes, will the animals be allowed to mingle with the attendees (includes dogs, horses, etc.)

☒ No

☐ Yes

Please describe any other pertinent details of this event not previously covered (i.e. live band, helicopter landing, etc.)

Emergency Services

Are Fire/Rescue and/or Medical Services needed for this event?

☐ No

☒ Yes

If you answered yes, then **YOU** are responsible to secure contracts with the appropriate agencies to obtain approval. Payment for all services will be your sole responsibility.

EMS WILL BE ON STANDBY BUT
NOT REQUIRED ON SITE BY
INSURANCE

12/7/24

Date

Title