

Special Event Standards

As we work to develop a more efficient, effective, and responsive local government, departments are focusing on streamlining processes to ensure accuracy and compliance, but most importantly, to ensure that we are meeting the needs of those we serve, our citizens. Part of this process includes the development of regulations when conducting public events held within the City limits. It is our goal to create a process that will assist event planners in keeping the community safe as they plan and conduct an event. Your event contributes greatly to the community, and we are grateful for all that you do to make our community a wonderful place to live, work, and play.

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Hildale City has 2 different categories for events:

Master Festival Event and Special Event

Master Festival Event:

- Attracts a crowd of 200 participants or more
- Charge an Admission Fee
- Requires partial or full street closure
- Use of city park, building or public property
- Vendors or Food Trucks

Master Festival Events Requirements:

- Submit a completed application to Hildale City along with required fees
- Notify the Special Events Tax Commission at 1-800-662-4335, ext. 6303 where you will be issued a special event tax ID. You will be required to issue the correct information to your vendors so they can file their event taxes correctly. You will also be required to give a list of Vendors to Hildale City.
- Required to provide your own Security personal
- Obtain a mass gathering permit from Southwest Public Health Department (435) 986-2584
- Obtain and submit a copy of liability insurance
- Submit a site plan with application
- Required to pay addition cost for Police and EMS stand by. (These can be paid after the event with agreement)
- Provide Port-A-Potty in compliance with Mass Gathering requirements
- Leave event site in the same condition you found it. Each day the event is not cleaned up there will be a \$100 charge

Special Event:

- Significant public impacts via crowds, traffic, and or parking
- Wedding party with partial event closure
- Birthday parties or family reunions
- Open to the public with no admission fee
- Temporary structures, including inflatables

Special Event Requirements:

- Submit a completed application to Hildale City along with required fees
- Submit a site plan with application
- Review plans with Park Manager before setting up any structure including inflatables
- Leave event site in the same condition you found it. Each day the event is not cleaned up there will be a \$100 charge

All events will be required to be reviewed by Hildale City Department Heads and are subject to an on-site visit, if required.