

EVENT PERMITTING PROCESS



THANK YOU FOR HOSTING YOUR EVENT IN THE PARKLANDS!

We are a donor-supported public park that receives no tax dollars for annual operations. To help maintain a great park experience for all visitors, The Parklands offers a permit process for two types of groups/activities.

All groups that fall into either of the categories below must secure an approved permit for their activity in The Parklands. Groups failing to secure a permit may be asked to leave the park. Parklands staff stand ready to help groups through this process, which makes for a better park experience for event hosts, participants, and others enjoying our parks.

PERMITS REQUIRED FOR:

Commercial Activity Use

Any organization using the park that charges a fee for participation in their activity by the participants must get an annually approved commercial use permit. This permit allows The Parklands to partner with groups in a controlled manner ensuring that commercial activity organizations assist in the support of the resources that they use within the park for business purposes. This policy does not distinguish between for-profit and non-profit commercial use.

Large Group Use

Large groups (any group or activity over 50 participants) wishing to use The Parklands for activities in unreserved areas must submit a group use permit application. This permit allows The Parklands to prepare for, and balance, the needs of large groups with those of drop-in individual, small group, and family visitors. This also will allow The Parklands to ensure that the carrying capacity of particular park amenities is not overwhelmed due to popularity. This permit does not apply for reservable amenities such as the PricewaterhouseCoopers, LLP Pavilion, Gheens Foundation Lodge, or other amenity in the current reservation system. Larger groups, or requests for busy days may require the activity to be slotted into the existing special events policy and process.

PROCESS:

Permit applications are made available through our website and will be reviewed individually and approved/denied based on the criteria on the individual application. Permit applications should be submitted no less than one week prior to the desired event date. Permits may not guarantee space availability.

Complete the permit application online at: www.theparklands.org/permit.

QUESTIONS:

Questions on permits and the permit process, should be directed to:
Toni Woodard, Director of Facilities & Hospitality at 502-584-0350 or
twoodard@21cparks.org.

THANK YOU!

PERMIT YOUR EVENT TODAY:
WWW.THEPARKLANDS.ORG/PERMIT

