SPECIAL EVENT APPLICATION
FOR CITY OF BEVERLY HILLS PERMIT

Organization Name: ________________________________
Street Address: __________________________________
City: __________________ State: _______ Zip: _______
Phone#: ________________________________
Production Contact (On-site): __________________ Mobile #: __________________

EVENT TITLE: ________________________________

LOCATION:
Venue:  [] Indoors  [] Outdoors  [] Both
Expected Attendance: _______________

ELEMENTS*:
[] Generator  [] Tent/Canopy  [] Valet Parking  [] Celebrities
[] Amplified Sound  [] Car Display  [] Food/Alcohol  [] Media
[] Special Lighting  [] Rides  [] Oven/BBQ  [] Animals
[] Special Effects  [] Sidewalk Closure  [] Ticket Sales  [] Security

EVENT SETUP:

Dates: ____________________  ____________________
       (from) (to)
Hours: ____________________  ____________________
       (from) (to)

Describe preparation activity/sidewalk setup:

EVENT:

Dates: ____________________  ____________________
       (from) (to)
Hours: ____________________  ____________________
       (from) (to)

Describe event activity:

EVENT BREAKDOWN:

Dates: ____________________  ____________________
       (from) (to)
Hours: ____________________  ____________________
       (from) (to)

Describe breakdown activity:

Filming & Special Events 455 N. Rexford Drive Beverly Hills, California 90210 t(310) 285-2408 f(310) 273-0972
Scott Lipke: slipke@beverlyhills.org
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(Please Print)

Applicant’s Name
Signature
Date
Title

For questions regarding the application process, please call (310) 285-2408.

Rev 12/22/17