



Town of Simla
P.O. Box 237
Simla, CO 80835
719-541-2468
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Special Events Permit Application

A Special Event permit must be obtained from the Town before any group or individual can conduct and organized event on, or directly impacting the Town property or roadways within the Town limits. An organized event is defined as an event where the public has been invited through advertising or word of mouth.

A Special Event permit is NOT required for any closed event such as family reunions, picnics, outing and other similar daily and routine individual, or family leisure and recreational uses, unless the proposed activities will impact the normal flow of pedestrian or vehicular traffic.

- Application must be submitted 60 days prior to the event.
- Applicant must attach proof of insurance listing the town as an additional insurer with 1,000,000 coverage.
- The event must be alcohol free.
- The applicant is responsible for all necessary post event clean up, including removal of trash.
- The Town Board must approve application.
- Must provide own security/police coverage if needed.

Name:
Event Name:
Mailing Address:
Daytime Phone Number:
Email Address:
Date(s) and Time(s) of Event:
Location of Event:
Expected Number of Participants:
List any requested Street Closures:
Describe any additional impacts to the Town of Simla: