



HENNEPIN COUNTY SHERIFF'S OFFICE WATER PATROL UNIT

SPECIAL EVENT PERMIT APPLICATION

The permit cannot be issued without the below items:
Written permission is required from the city or cities in which this event is to be held.
The insurance certificate must show *Hennepin County* as an additional insured.

The following information is necessary to insure the proper and accurate issuance of your permit. Please complete this form in its entirety and return the **original form** to our office at 4141 Shoreline Drive, Spring Park, MN 55384, at least **thirty (30) days** prior to your event. (Faxed/ scanned copies of the liability release and this application **are not acceptable.**)

Please PRINT or TYPE

NAME OF EVENT: _____

DATE(S) OF EVENT: _____

TIME(S) OF EVENT: _____

EVENT LOCATION: (A diagram should be included for larger events.) _____
Specific area - include start & finish locations

WAS THIS EVENT HELD LAST YEAR: YES NO

SPONSORING ORGANIZATION: _____

CONTACT PERSON: _____

DOB: _____ DL#: _____

ADDRESS: _____
Street Address City State ZIP

PHONE: _____
Home Work Cell Fax

E-MAIL ADDRESS: _____

EVENT WEB ADDRESS: _____

PROPOSED EVENT ACTIVITIES: _____

EVENT PARKING LOCATION: _____

ESTIMATED ATTENDANCE: Participants Spectators

PRIZES TO BE ISSUED: _____

WILL ALCOHOLIC BEVERAGES BE SOLD?: YES NO

WILL FOOD BE SOLD?: YES NO

IF YES, WHAT TYPE: _____

WHAT (IF ANY) STRUCTURES DO YOU INTEND TO PLACE ON THE WATER / ICE: _____

WHAT EXTRA OR UNUSUAL HAZARD TO PARTICIPANTS OR NON-PARTICIPANTS WILL BE INTRODUCED INTO THE EVENT AREA: _____

WHAT TYPE AND NUMBER OF SAFETY EQUIPMENT (BOAT/ATV/SNOWMOBILE/ETC.) WILL BE PROVIDED BY THE SPONSORING ORGANIZATION FOR SAFETY PURPOSES: _____

WOULD YOU LIKE A WATER PATROL DEPUTY TO BE AT YOUR EVENT?
 YES NO *If yes, the Water Patrol deputy / patrol boat does NOT count as a safety boat if required.*

IF YES, HOW MANY DEPUTIES DO YOU RECOMMEND & WHY?

PLEASE NOTE: In order to be granted a permit for your event, the guidelines given with your application must be followed.

Date Signature Title

** Application *must* be signed.

** The named Organization shall, upon request by HCSO, submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirm the signatory's authority to sign and bind Organization as set forth herein.

* Put the number of boats if this is a fishing tournament – how many boats will be allowed to enter.