



# CULPEPER COUNTY, VIRGINIA – SPECIAL EVENTS APPLICATION

Building Department • 302 N. Main St., Culpeper VA 22701 • 540-727-3405 [www.culpepercounty.gov](http://www.culpepercounty.gov)

### JOB (SITE) LOCATION IF DIFFERENT THAN OWNER ADDRESS

STREET ADDRESS \_\_\_\_\_ Permit # \_\_\_\_\_ - \_\_\_\_\_  
 CITY/TOWN \_\_\_\_\_ ZIP CODE \_\_\_\_\_ Tax Map # \_\_\_\_\_

### OWNER INFORMATION

NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 PHONE NUMBER \_\_\_\_\_ EMAIL: \_\_\_\_\_  
 City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### OPERATOR INFORMATION

BUSINESS NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_  
 City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 CONTACT PERSON: Person to answer Plan Review Questions & Pickup Permit  
 NAME \_\_\_\_\_ DAY PHONE # \_\_\_\_\_  
 E-MAIL \_\_\_\_\_ CELL PHONE # \_\_\_\_\_

**\*\*\*IF LOCATION IS AT A COUNTY PARK, CERTIFICATE OF INSURANCE MUST BE PROVIDED TO PARK & RECREATION DEPT. WITH CULPEPER COUNTY LISTED AS AN ADDITIONAL INSURED. (540)727-3412. REQUIREMENT MUST BE MET BEFORE PERMIT IS PROCESSED.**

#### Amusement Device Permit

- Carnival # rides \_\_\_\_\_ Attach list of all rides
- Inflatable/s & Mechanical ride # Units \_\_\_\_\_
- Circular, Flat (20' or less)
- Spectacular ride
- Coaster 30'

#### Special Event Permit:

- Tent # Tents \_\_\_\_\_  Square Footage of each Tent
- 1) \_\_\_\_\_ sq.ft. 2) \_\_\_\_\_ sq.ft. 3) \_\_\_\_\_ sq.ft. 4) \_\_\_\_\_ sq.ft.
- There will be 4 sides on this tent.
- There will be Lights inside Tent
- Exit signs will be displayed at time of inspection.

TYPE OF EVENT:  Public Event  Private Function

Location: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_  
 Time of the Event \_\_\_\_\_ Time of Inspection: \_\_\_\_\_ (must be during business hrs.)  
 Date(s) of Event: \_\_\_\_\_ to \_\_\_\_\_

Description of device with serial number:

I hereby certify that I have the authority to make the foregoing application, that the information given is correct, and that all construction will comply with the 2012 Virginia Amusement Device Regulations and applicable ordinances. The permit holder is the responsible party for compliance with the VUSBC and other ordinances.

Print Name: \_\_\_\_\_  Owner  Operator

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Application reviewed and accepted by \_\_\_\_\_ Permit Tech.

