

APPENDIX C

EVENT ITINERARY (Application)

Town of Tusayan

Type of Event: <i>(Examples: Family gathering, star gazing, small concert, business picnic, etc.)</i>		
Event on-site point of contact:		
Contact phone number:		
Planned number of participants:	Minimum: Maximum:	
Duration of event: <i>(include allotted time needed for any pre-set-up and post break-down)</i>	Start time: Start day:	End time: End day:
Events extending one hour after sunset: <i>*no overnight use</i>	No <input type="checkbox"/>	*Yes <input type="checkbox"/>
	<i>*if Yes, provide details on after hour activities: (Noise and light impact: music, lights, generators, etc.)</i>	
Additional overflow parking on FS land needed: <i>(i.e. Greenway Trailhead / Apache Stables)</i>	No <input type="checkbox"/>	*Yes <input type="checkbox"/>
	<i>*if Yes, where will overflow parking be? Overflow parking location:</i>	
List any additional facilities to be supplied for event: <i>(i.e. tents, canopies, booths, chairs, tables, dance floor, etc)</i>		
Event sanitation plan: <i>(i.e. number of toilets = 1 toilet per 35 people, garbage cans, recycle bins – plan for drop off and pick up)</i>		
List any additional power supply being provided:		
Vendors:	No <input type="checkbox"/>	*Yes <input type="checkbox"/>
	<i>*if Yes, who is the vendor: (There will need to be a vendor agreement in place with the Town of Tusayan and they must have the applicable licenses and insurance on file and a copy of each given to the Forest Service.)</i>	
Planned advertisement for event:		
Will there be any commercial filming or drone use associated with this event?	No <input type="checkbox"/>	*Yes <input type="checkbox"/>
	<i>*if Yes, describe the reason for filming (personal use, advertising, etc):</i>	
Cleanup and site mitigation plan: <i>(i.e. time frame and process for removing all garbage, signs, advertising, and returning site to previous condition)</i>		
Attach a safety / communication / medical plan, if different from current plan on file:	Yes, see attached document <input type="checkbox"/>	No, see current plan on file <input type="checkbox"/>
SIGNATURE (Representative)		
DATE		

Email your TRIP ITINERARY to South Zone Recreation Special Use Permit Administrator:
pdl_r3_kaibab_rec_spec_use@usda.gov – at least **48 hours before** activity begins on Forest Service land.