



## **City of Laramie Special Events Permit**

### **REQUIREMENTS FOR EVENT SPONSORS/EVENT HOLDERS TO DEMONSTRATE AND ACKNOWLEDGE THE DUTY TO COMPLY WITH STATE AND COUNTY PUBLIC HEALTH ORDERS**

Due to Wyoming Statewide Public Health Orders, any indoor event with 500 or more participants must follow current Statewide Public Health Order #2. Submitting an application does not guarantee approval.

NOTE: For indoor events of 500 or more participants, applicants and event organizers are responsible for compliance with current State of Wyoming and Albany County Public Health Orders in totality. Any City-issued Permit will be released in accordance with information submitted on the application, and as stated on any approved City-issued Permit. Any City Permit is subject to immediate revocation for non-compliance with Public Health Orders. State of Wyoming Public Health Orders are available at <https://governor.wyo.gov/>.

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#### **Please provide responses to the following questions for your event and demonstrate how compliance with current Public Health Orders will be ensured:**

1. How many participants will be invited to attend this indoor event? *If there will be 500 or more, be sure to refer to current State of Wyoming Public Health Order #2.*
  
2. Please provide specific detail as to how you will ensure that statewide health orders for events with 500 or more will be adhered to.
  
3. For indoor events of 500 or more:
  - a. Describe the measures that will be taken to clean the event area and all high touch surfaces before and after the event (WYPHO Section 5.d., Order #2).
  
  - b. Describe measures to ensure face coverings are worn appropriately by attendees and staff. (WYPHO Section 5.e. and f., Order #2).

- c. The indoor event must be held at no more than 50% of the venues capacity (WYPHO, Section 5.a.) and social distancing should be maintained between individual groups to the greatest extent possible (WYPHO, Section 5.b.). Describe the measures that will be taken to comply with current state and county public health orders, if applicable.

- 4. Please provide a detailed map of the event space to include all barricades, bars, fire lane, participant entrances/exits, sanitation stations, and any other pertinent information.
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I, \_\_\_\_\_, do hereby Acknowledge the Duty to Comply with all applicable Wyoming State and Albany County Public Health Orders in effect on the date of my event. I do hereby warrant and commit to ensure all compliance measures as articulated within this application will be enforced and adhered to throughout the duration of my event. I understand that any deviation from these measures will be grounds for immediate revocation of any City Permit granted for the event with no recourse or right of petition against the City for such action. If the Applicant/Event Organizer is working with a Malt Beverage or an Alcohol Catering Permit Holder to provide alcoholic beverages at the event, the Liquor Permit Holder must sign below to acknowledge they have been provided a copy of the enforcement plan by the Applicant/Event Organizer.

\_\_\_\_\_  
*(Signature) Special Event Permit Applicant/Event Organizer*

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Witnessed by \_\_\_\_\_  
*(Signature and Print Name)*

\_\_\_\_\_  
*(Signature) Malt Beverage or Alcohol Catering Permit Holder*

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Witnessed by \_\_\_\_\_  
*(Signature and Print Name)*