

## ***INSTRUCTIONS FOR APPLICATION TO HOLD PRIVATE EVENT AND CONSUME CANNABIS ON CITY PROPERTY***

In order to be considered complete, and processed this Application must include:

- a. Description of the event to be held.
  - b. How will cannabis be consumed (i.e. edibles, joints, etc.)
  - c. Date/time and place of event.
    - Dock Point
    - Gold Fields
  - d. The name of your event contact person & phone number.
  - e. Please include detailed action plan on ensuring the event is private.
2. This application must be submitted to the Parks & Recreation Director no later than the ten (10) working days prior to the event. The application will be forwarded to the Police Chief for final approval.
3. The Applicant must have a copy of the approved facility use permit in their possession showing that the facility has been scheduled and rental fees paid.
4. The applicant shall submit to PRCS Director a detailed event plan on how the event host will ensure and that the following requirements will be met:
- a. The event will be a private event not open to the general public.
  - b. No one under 20 years of age may attend.
  - c. No cannabis may be sold at City facilities or outside of a licensed facility.
  - d. No attendance fee may be charged.
  - e. No glass pipes of any kind are allowed for use.
  - f. Consumption of cannabis is to be confined to designated areas identified in event plan.
  - g. No more than fifty (50) people may attend at any one time.

After submission of the above items to the Parks & Recreation Office, the approval process will take a minimum of five (5) working days

Upon approval a call will be made to you. In the discretion of the City, other requirements may be identified as condition of the approval, i.e. security protection, additional damage/cleaning fees, or limitations on the activities conducted under this permit .

Failure to adhere to City of Valdez Municipal Code Section 9.28.010 is also in violation of State statute 11.71.060 and may result in fines and or imprisonment.

**City of Valdez**  
**APPLICATION TO HOLD PRIVATE EVENT AND**  
**CONSUME CANNABIS ON CITY PROPERTY**

1. A complete application must be submitted to the PRCS Director with a detailed event plan as described in the instructions at least ten (10) working days prior to the event.

Organization/ Event Information

Date of Application	Organization Name	Phone Number	
Organization Mailing Address		City	State Zip
Individual's Name Making Application		Position in Organization	
Description of Event			
Date of Event	Beginning Time	Ending time	Estimated # to Attend
Location Requested			
Description of Cannabis to be Consumed			
<p><b>The applicant hereby represents that he/she has the authority to bind any organization for which this application is made. The applicant or organization represented by the applicant shall save, hold harmless and indemnify the City of Valdez from any claims, law suits or judgments arising from loss, damage to property, or injury to persons associated with the above described activity or event including any harm caused by the consumption of cannabis.</b></p> <p><b>Applicant hereby represents that he/she has made a full and complete disclosure of all information, which might be pertinent to the City's consideration of this application, and that all of the foregoing statements and information are true and correct. Applicant also accepts responsibility for restitution of any damage to facility or equipment, and agrees to abide by all laws &amp; policies of the City of Valdez.</b></p>			
APPLICANT SIGNATURE:		DATE:	
Parks & Recreation Director Approval:		Police Chief Approval:	
Yes	No	Yes	No
<b>SPECIAL CONDITIONS OF APPROVAL</b>			