



ST. LOUIS COUNTY PARKS AND RECREATION SPECIAL EVENT APPLICATION

Email completed form to mkmartin@stlouiscountymo.gov or mail to:
St. Louis County Parks, 41 S. Central Ave, Clayton, MO 63105

NAME OF EVENT: _____

COMPANY or ORGANIZATION: _____

NAME OF REPRESENTATIVE: _____

BUSINESS ADDRESS: _____
StreetCityStateZip Code

PHONE: _____ EMAIL: _____

DATE(S) OF EVENT: _____ APPROXIMATE # OF PEOPLE: _____
count everyone at the event -- including vendors, attendees, volunteers, etc.

EVENT TIMELINE: Setup Starts: _____ Event Times: _____ Teardown Ends: _____
earlier than 8am requires special approvallater than sunset requires special approval

ITEMS BEING SOLD: _____

PARK NAME: _____ LOCATION IN PARK: _____

CHECK ALL THAT APPLY: ☐ Selling Alcohol ☐ Providing Alcohol ☐ Allowing Alcohol (BYOB) ☐ No Alcohol

PLEASE DESCRIBE YOUR EVENT AND INCLUDE ANY QUESTIONS:

Please list caterers/vendors that you will be using and list all equipment, rentals, etc. that will brought into the park.
If food or drink is being sold by a food truck or caterer (must be on the Parks Approved Vendor List), a St. Louis County
Department of Parks and Recreation Permit to Sell will be required -- usually at no additional cost to the USER.

Water inflatables are not allowed in St. Louis County Parks.

For more information please visit our website www.STLCountyParks.com

VENDOR NAME (Food Truck, Inflatables, Catering, etc.)

EQUIPMENT OR SERVICE PROVIDED

1. _____

2. _____

3. _____

4. _____

For questions, contact the Recreation Events Coordinator, Maggie Martin, at mkmartin@stlouiscountymo.gov or 314-615-8371.