

THE CITY OF SANTA CLARA, CALIFORNIA

APPLICATION FOR SPECIAL OUTDOOR EVENT ON TRITON MUSEUM OF ART PROPERTY INSTRUCTIONS

1. Complete application. Be sure to include a site map and sketch of event location. If you have questions regarding the Outdoor Permit application, contact:
Karen Hickey @ khickey@santaclaraca.gov or call (408) 615-3097.
2. Submit one (1) copy of completed application and attachments (*if attachments are more than 11" x 17" in size, eight (8) copies of attachments are required*) to City of Santa Clara Permit Center, 1500 Warburton Avenue, Santa Clara, CA 95050.
3. Payments of a non-refundable Application Fee of \$250 and Permit Fees (if applicable) are due at the time of submittal. **Please make sure that all fees and applicable City of Santa Clara business licenses are up-to-date and paid at time of submittal.**
4. Completed applications must be submitted one month prior to event set-up start date.

APPLICATION FOR SPECIAL AMPLIFIED MUSIC ON CITY PROPERTY INSTRUCTIONS

1. Application Fee
There is a non-refundable \$66 fee for an amplification permit application. This fee is determined by the Municipal Services Fee Schedule, which is available at santaclaraca.gov. (*City Code Chapter 18, Section 11*)
2. Allow one week for permit processing
3. Apply at least two weeks before the event to allow sufficient time to process the permit. If you have questions about the permit process, please call the City of Santa Clara Business Tax Office at (408) 615-2310.
4. Review of Police activity for residential locations
5. For any activity/event to be held at a the Triton Museum grounds, the City Council has requested that staff review police activity reports at the address during the prior year (as measured from July 1 to June 30). For any police response for disturbance(s) to the residential address, staff will verbally notify Council of said disturbance(s) in public session the evening that the Amplification of Music
6. Permit application is considered by Council.
7. **Please make sure that all fees and applicable City of Santa Clara business licenses are up-to-date and paid at time of submittal.**