

| Special Event Permit Categories | Application Fee | Other Fees Required | Insurance & Liability Required |
|---|------------------------|---|---|
| <u>Small Sidewalk Event</u> <ul style="list-style-type: none"> • Less than 200 people • Held on sidewalk • Obey all traffic regulations • No City support required | \$25.00 | None | Yes |
| <u>Large Sidewalk Event</u> <ul style="list-style-type: none"> • At least 200 people • Held on sidewalk • Obey all traffic regulations • Minimal City support required | \$25.00 | None | Yes |
| <u>Street Event</u> <ul style="list-style-type: none"> • At least 75 people • Held in street • Typically requires participants to obey all traffic regulations • Police and transportation support, if needed, if interference with vehicular traffic | \$25.00 | None | Yes |
| <u>Public Event</u> <ul style="list-style-type: none"> • No event fee is charged to participants. • No vendors allowed sell food, beverages, merchandise or services during the event, nor charge any fee for the use of a float or motorized vehicle on the selected event route. • Requires closure of less than five or more contiguous city blocks and/or does not require the closure of any city block for more than 1 hour • Requires at least 200 participants if the event intends to use the street in the downtown area, requires at least 100 participants elsewhere in the city. | \$25.00 | None | Yes |
| <u>Small Parade Event</u> <ul style="list-style-type: none"> • At least 75 people, and the combination of people, vehicles and/or animals is fewer than 10 blocks in length and the route is less than one mile • Held in street • Limited animals or vehicles allowed • Police Transportation support may be required because of interference with vehicular traffic | \$25.00 | \$150.00 Permit | Yes |
| <u>Large Parade Event</u> <ul style="list-style-type: none"> • At least 75 people, and the combination of people, vehicles and/or animals is greater than 10 blocks in length and the route is longer than one mile • Held in street • Animals or vehicles allowed <ul style="list-style-type: none"> • Police and Transportation support required, including mapping and traffic control devices, because of interference with vehicular traffic | \$25.00 | \$1000.00 Permit | Yes |
| <u>Small Athletic Event</u> <ul style="list-style-type: none"> • Fewer than 750 participants • No event distance greater than 10 kilometers on City streets or sidewalks • Held in the street, or combination of street/sidewalk/park • Preapproved route required • Police and Transportation services may be required | \$25.00 | <ul style="list-style-type: none"> • \$300.00 Flat Fee plus; • \$0.15 per participant plus; • actual PPB/PBOT* costs plus; • 10% surcharge of PPB/PBOT costs | Yes |
| <u>Medium Athletic Event</u> <ul style="list-style-type: none"> • More than 750 participants • No event distance greater than 10 kilometers on City streets or sidewalks (excludes distances on Parks and private property) • Held in the street, or combination of street/sidewalk/park • Preapproved route required <ul style="list-style-type: none"> • Police and Transportation services may be required | \$25.00 | <ul style="list-style-type: none"> • \$2000.00 Flat Fee plus; • \$0.15 per participant plus; • actual PPB/PBOT* costs plus; • 10% surcharge of PPB/PBOT costs | Yes |
| <u>Large Athletic Event</u> <ul style="list-style-type: none"> • More than 750 participants • Requires greater than 120 City staff hours or includes event distances greater than 10 kilometers on City streets or sidewalks (excludes distance on Parks or private property) • Held in the street, or combination of street/sidewalk/park • Preapproved route required <ul style="list-style-type: none"> • Police and Transportation services may be required | \$25.00 | <ul style="list-style-type: none"> • 3500.00 Flat Fee plus; • \$0.15 per participant plus; • actual PPB/PBOT* costs plus; • 10% surcharge of PPB/PBOT costs | Yes |

*PPB is the abbreviation of Portland Police Bureau; PBOT is the abbreviation of Portland Bureau of Transportation