The following is intended to be general guiding principles to assist with approving citywide community-driven events on the City’s website calendar. The City Manager’s Office has final approval authority and the guidelines are intended to help ensure broad support for events happening within our community. The City of Redwood City has the sole discretion to exclude events from its event calendar listing for any reason. The City reserves the right at its sole discretion to modify these guidelines at any time.

Approved Events Must Be:

- Within Redwood City
- Within San Mateo County that follow the general approval guidelines below

General Approval Will Be Provided to:

- Official City of Redwood City hosted or sponsored events.
- Official County of San Mateo hosted or sponsored events.
- Community events that are free and available to the public at large.
- Community events that support foundations, non-profit groups, etc. where a donation is optional or the event is free.
- Free, ticketed, or discounted events hosted by partner organizations that add to the vibrancy of our City (i.e.; local theaters, conferences, events, event centers, retail events, restaurant hosted events, workshops, educational sessions, etc.)
- Fundraisers to support local non-profit community groups within Redwood City that are open to the public at large and considered festivals or other community-driven events to celebrate the diversity of our community.
- Free or discounted educational events open to the public.
- Events included in the City’s official weekly email newsletter (Redwood City Weekly eNews).

Other General Guidelines:

- Events that will not be approved:
  - Political fundraisers, politically focused events
  - Protests to support a political, religious, or social position, political party, or other policy or campaign
  - Private events that financially support one entity
  - Religious events that are not open to the public, free and/or considered a festival or community event
  - Membership-driven events meant to recruit members
  - Explicit/profane events that could be seen as potentially offensive