

Police Department

Chief of Police



1301 Maple Street
Redwood City, CA 94063
Telephone (650) 780-7122
FAX Line (650) 780-7149

DANCE PERMIT APPLICATION

TYPE OF DANCE PERMIT:

- _____ **ANNUAL PERMIT** **\$250.00 FEE**
Must obtain additional city permits & licenses. See "NOTE".
- _____ **SPECIFIC DATE** **\$ 100.00 FEE**
To be filed ten (10) days prior to date of dance.
- _____ **CHARITABLE ORGANIZATION** **NO FEE**
To be filed ten (10) days prior to date of dance and must
submit evidence of tax exempt status at time of application.

NOTE: If you are applying for an ANNUAL Dance Permit, you are required to obtain additional permits and licenses from the City:

- 1) You must have a current Business Tax Certificate for dancing in addition to your Retail Business Tax Certificate – contact the City Business License Department at (650) 780-7214.
- 2) The location of your establishment must be zoned to allow dancing – contact the Planning and Redevelopment Department at (650) 780-7239.
- 3) If there are any types of changes to the interior or exterior of the building, you must obtain a Building Permit – contact the Building Department at (650) 780-7350.
- 4) The Fire Marshall will need to certify that your building complies with all fire codes – contact the Fire Department at (650) 780-7400.
- 5) Proof of compliance will be obtained by the Redwood City Police prior to your permit being issued.

All dance permit applications shall be accompanied by proof of liability insurance and security guard service information. Upon approval of a dance permit, the applicant must obtain a business tax certificate, which must be displayed with the dance permit.

REDWOOD CITY POLICE DEPARTMENT
Dance Permit Application

Please Print

Name of Business or Organization: _____

Address: _____

Telephone: _____

If a Business Establishment, provide information on owner(s):

Name(s): _____

Address(es): _____

Telephone(s): _____

Days/Dates Dance to be held: _____

Hours Dance to be held (latest is 1:00 a.m.) : _____

Location of Dance: _____

Admission Charge: _____

Maximum Building Capacity: _____

Estimated Attendance: _____

Character/Nature of Dance: _____

Food/Beverage on Premises (Type): _____

Special On-Sale Permit from A.B.C.: _____

Have parking arrangements been provided? _____

How will the event be advertised? _____

REDWOOD CITY POLICE DEPARTMENT
Dance Permit Application

Please Print

Two Persons in Authority in Attendance (Name and Position):

Type of Music (Live band, DJ, etc.): _____

Policing Arrangements: _____

Application Filed By (Name): _____

Address: _____

Telephone: _____

Date Filed: _____

Liability Insurance Coverage: (A copy of the policy face sheet must be provided)

Insurance Company: _____

Agent and Telephone: _____

Policy Number: _____

Security Guard Company: _____

Address: _____

Telephone: _____

State License Number: _____

Scope of Contract: (Number of guards present and the time period) _____