

Special Event Process



Life's Just Better Here

? Does my event need a Special Event Permit?

Yes, if your event has ANY of the following:

- Amplified Sounds
- Involve a Public Performance, Musical Event, Parade, etc.
- Outdoor Festivities
- Use of City Property
- Disbursement/Selling of Alcohol Outdoors
- Disbursement/Selling of Food or Beverages Outdoors

☑ Permit Checklist

- Completed signed Special Event Application
- Site Plan and layout of the event
- Proof of nonprofit or 501(c)3 status if applicable
- Copy of Commercial General Liability Insurance listing the City of Wilton Manors as additionally insured and certificate holder

Contact Us:

Leisure Services Department

Administrative Office Address:

Hagen Park (Located Behind City Hall)

2020 Wilton Drive | Wilton Manors, FL 33305

Phone: (954) 390-2130

Website: www.wiltonmanors.com/149/Leisure-Services

Community Development Services Department

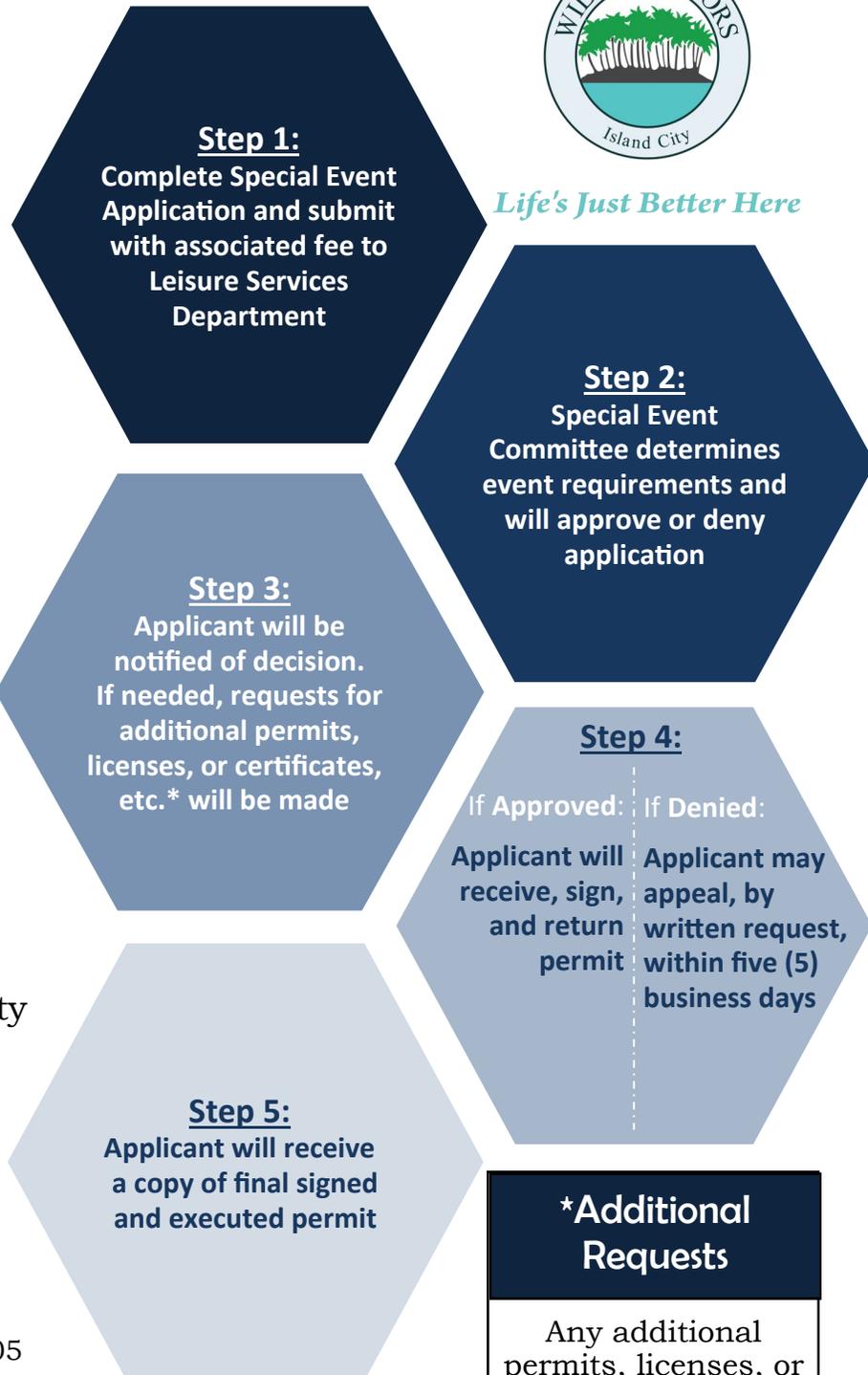
City Hall (2nd Floor)

2020 Wilton Drive | Wilton Manors, FL 33305

Phone: (954) 390-2180

Fax: (954) 390-2184

Website: www.wiltonmanors.com/131/Community-Development-Services



*Additional Requests

Any additional permits, licenses, or certificates (i.e. ABT, Building Permits, inspections, etc.) should be submitted directly to
Community Development Services