



3280 Redstone Park Circle
Highlands Ranch, Colorado 80129
303-791-2710 Fax 303-791-3047
www.highlandsranch.org

Application fee of \$35,
payable to HRMD, must
accompany each application in
order to be processed.

Special Event Application

Name of Event: _____

Date(s): _____

Event Set Up Time: _____ Event Start Time: _____

Event End Time: _____ Clean Up/Departure Time: _____

Park/Facility Requested: _____

Park/Trail Requested: _____

Anticipated Attendance: _____
(Staff/Volunteers) (Spectators/Participants)

Contact Name: _____

Group/Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Day of Event Contact Person/Phone: _____

Description of event or program: (please include any unique set up and/or equipment)

Note: A detailed site plan will be required prior to event.