

HAMPTON VA

NEWS RELEASE

For immediate release

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Revised permit process for outdoor special events

March 10, 2016 - Are you planning an outdoor special event in Hampton? Will it require a permit from the city? How long will the process take and how much will it cost? Answers to these questions and many more can be found online on the city's [Outdoor Special Events Permits](http://www.hampton.gov/index.aspx?NID=1611) page at <http://www.hampton.gov/index.aspx?NID=1611>.

Hampton recently revised the outdoor special event permit process, making it possible to hold events on both public and private property. The new process also helps citizens determine what type of permit they may need, and provides material to make planning outdoor special events easier.

Many events, such as backyard barbecues on private property and shelter rentals at city parks, still do not require a special event permit. Large scale events – those with more than 250 people – and events requiring a street closure, with mobile vendors, alcohol sales, live entertainment or charging admission, typically require a permit.

The city also has some guidelines for when a permit application has to be submitted for review – 90 days beforehand for “city scale” events and 30 days beforehand for “neighborhood scale” events. Fees range from \$25 to \$50 for permit review.

For more information about the revised permit process and help determining whether your event requires a permit, go to the special events permit page. You can also consult the [Outdoor Special Event Guide](http://hampton.gov/DocumentCenter/View/9332) at <http://hampton.gov/DocumentCenter/View/9332>.

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