

EQUIPMENT RENTALS AND OTHER FEES

Equipment	Price	Service Request Needs
City Personnel	\$30 per hour per person	
Set up or Tear Down Fee	\$100 per day	
Mobile Stage 32ft x 15½ft	\$1,000 for first day	
Mobile Stage Extra Staging 8ft	\$250 for first day	
Stages	\$100 each additional day	
Mobile Stage Extra Staging	\$50 each additional day	
Portable Stage 20x20	\$250 first day	
PA System	\$125 per event	
Music System	\$200 per event	
Microphone/Stand	\$10 each per event	
Sound Personnel	\$30 per hour	
Electricity (Park Property)	\$15 (Max \$50) per hookup per event	
Temporary Pole (Park Property)	\$100 per event	
Blue Pole (As Needed)	\$200 per event	
Bleachers, With backs (7'10"H x 15'5"L x 9'11"W), No Backs (4'3"H x 15'L x 9'W)	\$200 1 set of 50 seats per event	
Barrel	\$2 each	
Barricades	\$10 each	
Warning Signs	\$10 each	
Sand Bags	\$5 each	
Programmable Signs	\$300 each	
Cones	\$2 each	
City Vehicles or Mobile Equipment (Staff Must Operate)	\$100 per day per vehicle	
Trash Cans (55 Gallon)	\$5 each per event (1 per 25 people recommended)	
Sanitation Roll Off Container- 20CY	\$371.25	
Sanitation Roll Off Container- 30CY	\$371.25	
Sanitation Container- 300 Gallon	\$54.44	
Additional Clean Up for Litter or Other Incident	\$150 per incident	
Electrical Hookup	\$50 per hookup	
Electrical Spiders	\$100 per spider	
Damage to City Property	Cost of repair per incident	

For a complete list of services, please visit roswell-nm.gov/special-events

I, _____, do hereby declare that the enclosed scheduled event will be conducted in accordance with the requirements and recommendations made by the special event team. I understand that violations of ordinances or statutes will not be encouraged or permitted. I also understand that this permit, if approved, may be revoked by any member of the special event team, if, in their own opinion, any of the following occur: the event becomes a public nuisance, violations of statutes or ordinances are committed by any participant, any of the recommendations herein referred to as the "EVENT PERMIT" are not met. I understand that any significant changes (date, time, logistics, location and the like) to the event after the date it was reviewed by the special event permit committee will require that I resubmit the "EVENT PERMIT" to the committee members and/or obtain approval of the changes from the Special Events manager. I hereby agree to pay the City of Roswell for services rendered in full 14 days prior to the event.

Additionally, I understand that the City of Roswell and the special event team, will not be held responsible for changes made by the event organizer or participating entities prior to or during the event.

Signature of Applicant

Date