

## **SPECIAL EVENTS APPLICATION PROCEDURE**

"Special Events" includes, but is not limited to, any live or prerecorded music, theatrical performance, dance, concert, carnival, circus, *fireworks display*, professional sporting event, show or exhibition, *and* events that involve sale of goods and/or services *and include both* Indoor/Outdoor gatherings for the general public with or without admission.

Who may apply? Any person/organization that does not have a Class A or Class B Entertainment license issued by the City of Newport.

The property owner, or an authorized representative, as well as the event sponsor shall sign the license application.

***\*If your event is a “private party”, a special events license is not needed.\****

"Private Party" by invitation only, not sponsored by and for the benefit of the license holder at the location of your party, no tickets or admission at the door and the event has not been advertised to the general public.