

Kingman AZ Event Permitting Contacts Information Sheet

City of Kingman

Page with permits: <http://www.cityofkingman.gov/pages/documents.asp>

City of Kingman Special Event Permit direct link (revised August 2012):

http://www.cityofkingman.gov/pages/depts/cityclerk/docs/se_permit.pdf

Deadline: permit applications shall be filed a minimum of 60 days (for events that have road closures) or 30 days (for events with no road closures) prior to the event. No application may be filed more than a year in advance.

Filing fee: \$50.00 for non-street closure or \$100.00 for a street closure. The application fee is non-refundable.

When you need a permit: This permit applies to events taking place in Kingman (wholly or in part) that are held 1- in public places such as parks and other City owned property, 2- within the public rights-of-way (i.e. on streets and sidewalks in commercial, residential, or industrial zoned areas), or 3- on private property if they are expected to have 200 or more people in attendance.

Contact:

City Clerk's Office (prior to submitting the permit)

City of Kingman
310 North 4th Street
Kingman, AZ 86401
928.753.5561

Kingman Police Department Special Event Coordinator (after the permit has been submitted)

928.753.2191

Mohave County

Web Page with permitting information: <http://www.mohavecounty.us/ContentPage.aspx?id=128&cid=206>

Mohave County Special Event Permit Application direct link (revised August 2013):

<http://resources.mohavecounty.us/file/Public%20Works/Engineering/PDF/ROW/Row%20Special%20Events%20Policy%20Fillable%20Permit%208-13.pdf>

When you need a permit: This permit applies to any public or private activity sponsored by a structured, formal organization planned for and conducted with Mohave County rights-of-way.

Deadline: This permit application must be submitted no later than sixty (60) calendar days prior to the first day of the event to provide for review time and potential scheduling for Mohave County Board of Supervisors consideration and approval.

Filing Fees: \$50, the application fee is non-refundable.

Contact:

Mohave County Public Works

3715 Sunshine Dr.
Kingman, AZ 86401
928.757.0910

mcpw@mohavecounty.us

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Arizona Department of Transportation

Page with Special Event Permit and necessary Permitting Information:

<http://www.azdot.gov/business/Permits/special-events-permits>

Special Event Encroachment Permit Application direct link (revised September 2013):

<http://www.azdot.gov/docs/default-source/business/special-event-permit-application.pdf?sfvrsn=2>

When you need a permit: This permit applies to any temporary, organized or supervised activity that 1- could affect the normal operation of a state highway or 2- uses or occupies any state highway right-of-way, facilities or property belonging to the state.

Deadline: Submit an application for a special event to the respective ADOT district's permit office sixty (60) days prior to the scheduled event.

Filing Fees: There are no permit filing fees.

Contact:

ADOT Kingman District Office

Anthony Martinez, Permits Supervisor
3660 E. Andy Devine Ave.
Kingman, AZ 86401
928. 681.6019
amartinez@azdot.gov

Bureau of Land Management

Page with Permit Information and links:

http://www.blm.gov/wo/st/en/prog/Recreation/recreation_national/recreation_fees_/blm_recreation_fee.html

Special Recreation Permit Link (revised August 2011):

http://www.blm.gov/pgdata/etc/medialib/blm/nm/programs/recreation/rec_docs.Par.76122.File.dat/SRP_Form%202930-001_Application.pdf

When you need a permit: A Special Recreation Permit may apply if any of the following are true for an activity involving BLM lands: a fee is charged; money will be made on the event or there is a fee to cover expenses; there will be a competition; the activity/event will be advertised; you will mark a course; vehicles are expected at the activity/event.

Deadline: Applications should be submitted 180 days prior to the event or activity for processing. In some circumstances, an application may require more than 180 days to complete. Be sure to contact your local BLM field office for additional information.

Filing Fees: The initial minimum commercial use permit fee is \$100.00 and must be prepaid before authorization; thereafter the annual fee is a minimum of \$100.00 or 3 percent of gross receipts, whichever is greater. For competitive events and organized group events, there is a per-day participant fee of \$5.00 per person, or the minimum fee of \$100.00, whichever is greater. All fees are nonrefundable.

Contact:

Kingman BLM Field Office

2755 Mission Boulevard
Kingman, AZ 86401-5308
928. 718.3700
KFOWEB_AZ@blm.gov

** Provided by the Kingman Visitor Center for informational purposes only. Contact the applicable departments and agencies for the most current information. The Kingman Visitor Center can be contacted at 928.753.6106 or events@gokingman.com. Updated February 2014.*