

### **Guidelines for requesting a Permit for a 1<sup>st</sup> Amendment Activity**

Seattle Parks operates over 480 parks across Seattle, at 11% it is also Seattle's largest land owner. Each park comes with unique opportunities and considerations. Please apply as early as possible for a 1<sup>st</sup> Amendment Activity. We will try and turn these around as quickly as possible. We appreciate 72 business hours or more. Our goal in permitting 1<sup>st</sup> Amendment events is to allow you to convey your message, while not negatively impacting general public use of the space. We will work with you to make your activity successful. By applying for and receiving a permit we can manage any scheduling conflicts and make sure the space is ready for your activity.

The following will help you understand the process for applying:

- Submit a park use application. [Here](#)
- Reservations are made on a first come, first serve basis.
- A site plan is REQUIRED. [Site Plan Example](#).
- Estimating crowd size can be complicated, but please use a tool such as Facebook Interest or other tools. Please estimate high.
- There is an application fee for 1<sup>st</sup> Amendment events of \$50. If requesting electricity there is an additional fee. Other fees may apply depending on requests.
- Insurance needs will be evaluated after we have received your application.
- Amplified sound may be allowed, depending on time of day and location. Electricity is not available at all parks; generators can be substituted.
- Certain 1<sup>st</sup> amendment events due to crowd size, scope or other activities, such as marching in the city right of way will require a special events permit as well. [Citywide Special Events](#).

#### **You may be required to provide the following:**

- Proposed route of March
- Safety management plan for both pedestrian and traffic flow.
- A restroom plan. Please estimate your need [here](#).