Frequently Asked Questions:
2020 Permits for: Public Events, Special Occasions, First Amendment Assemblies and Event Facilities

What is available for reservation in 2020? (beginning November 1, 2019)

- **Public Events:** Park sites for walks/runs/rides, concerts, festivals and admission-based events
- **Special Occasions:** Park sites for private invitation-only events, such as Cheesman Park Pavilion
- **Assemblies/1st Amendment activities:** Park sites for demonstrations, vigils, 1st amendment activities
- **Event Facilities:**
  - Central Park Pavilion, City Park Pavilion and Washington Park Boathouse: 2020 reservations will be accepted beginning Friday, November 1, 2019
  - Reservations for the following event facilities are CURRENTLY OPEN for 2020 reservations, exactly ONE YEAR in advance of desired rental date (applications can be submitted online or in person): Chief Hosa Lodge, Fleming Mansion, and the Montclair Civic Building

When should I line up outside the Webb Building before 2020 reservations open on November 1?

- For 2020 **Public Events, Special Occasions, and Assemblies/1st Amendment activities**, permit applications are ONLY accepted in-person, **beginning at 7:00 a.m. on Friday, November 1** at the Wellington Webb Municipal Building (201 W. Colfax Ave. Denver, CO 80202; Room 1.G.1).
- Those seeking permits for 2020 **Public Events, Special Occasions, and Assemblies/1st Amendment activities** may begin lining up outside the Webb Building’s Court St. entrance **no earlier** than 7:00AM on Thursday, October 31.
  - Denver Police and Denver Park Rangers will monitor the line. Disruptive behavior or failure to comply with direction may result in removal from the line and building property.
- Email applications: Permit applications for 2020 **Public Events, Special Occasions and Assemblies/1st Amendment activities** sent to park.permits@denvergov.org will not be reviewed or processed until **Tuesday, November 5**.
  - Any applications submitted by email prior to 7:00AM MST on November 1 will be automatically rejected.
- **2020 Event Facility** permit applications can be submitted [online](https://denvergov.org/RentalFacilities). Event facility applicants **DO NOT** need to come to the Webb Building.
  - Those who prefer to submit event facility permit applications in-person should follow the above instructions and note that online applications submitted prior to 7:00 a.m. MST on Friday, November 1 will be processed **before** in-person applications.
  - Event Facility applications are **NOT** accepted via email. Visit [denvergov.org/RentalFacilities](https://denvergov.org/RentalFacilities) for more information.
  - **Submit online applications** for event facilities beginning 12:00 a.m. MST on Friday, November 1.

How will I know where the line starts?
The line will begin at the Webb building’s west Court Street entrance (15th & Court St.) Signs will be posted outside to indicate where the line starts, along with instructions on where to find a list of unavailable dates due to closures, historical priority events, rest dates or other restrictions. ([denvergov.org/Permits](https://denvergov.org/Permits)). Applicants can line up **no earlier** than 7:00 a.m. on Thursday, October 31.
**What can I do to make waiting in line more comfortable?**

Overnight camping is not allowed in Denver, so please do not bring sleeping bags, any type of heater, tents, grills, shade structures, etc. Chairs and blankets are allowed. Please keep your space’s footprint minimal and do not block any sidewalks, stairways or driveways. A port-o-let will be available.

**When will the Webb Building Open on November 1?**

The Webb Building will open at **7:00 a.m.** Numbered tickets will be given out as permit applicants enter the building, indicating their place in line.

Everyone is required to go through security before entering the Webb Building. To speed up the screening process, please return as many items as possible to your vehicle, such as blankets and chairs. Be prepared to show a government-issued ID to turn in a permit application. A waiting area with restroom facilities will be available along with chairs, applications and an information station. Applications will be processed in the tickets’ numerical order beginning after a short orientation on the permit process.

**How long will it take for my application to be processed on November 1?**

The length of time it will take to process applications is unknown. It is recommended that applicants plan to be at the Webb Building for several hours after the building opens. Historically, Parks Permit Staff can assist every customer by close-of-business on November 1 (3:00 p.m.) but in the event people are still waiting, line position will be retained with the numbered ticket received upon entrance. In-person reservation requests will resume at 8:00 a.m. on Monday, November 4.

Please contact the Parks Permit Office at 720.913.0700 (press 6) or park.permits@denvergov.org with additional questions.