

L. Equipment

Please provide all event equipment details in your Special Event Permit Application, including information and description related to the following:

- Use of large or heavy equipment (e.g., bleachers, tractors, etc.) and/or
- Use of large or heavy equipment (e.g., trucks or cranes) to deliver or install any event equipment.

Please note the City of Salina does not provide equipment for special events, with the following exceptions:

- any permanent elements (e.g., trash cans, benches, etc.) that may already exist in our event locations and public property, or
- traffic management equipment (e.g., barricades, etc.) that may be required based on your event details.

Have your own equipment?

Not a problem! Keep in mind that the City of Salina has regulations regarding the types of equipment allowed on public property. For example, if you use your own tent, you'll still need to provide proper anchoring, and we may need to inspect it. See Section Z of the Guidelines for more detailed information about tents.

Want to use a vendor to provide your equipment?

That's fine too! Provide us with the company name and contact information along with a timeline of deliveries and retrievals before the event set-up date. Please note that Certificates of Insurance may be required of your vendor based on the type of equipment being provided. See Section F of the Guidelines for more detailed information about insurance requirements.

NOTE: The City of Salina reserves the right to require inspection of any equipment used for your special event to ensure installation adheres to City regulations.

Please contact the Department of Community & Development Services at (785) 309-5715 if you have any questions regarding equipment allowances, inspection requirements, or vendor regulations.