# **City Forms and Resources for York Events**

# ARTS & CULTURAL EVENTS

If you would like your event to be considered as a **York Creative District** Event, send a brief description to <a href="mailto:cityadmin@cityofyork.net">cityadmin@cityofyork.net</a>

## OUTDOOR EVENTS

#### If the event requires street or sidewalk use and/or parking restrictions:

Complete the <u>Right of Way form</u> and return to <u>publicworks@cityofyork.net</u>

Note: mark "Event" and "Barricades" if your event requires parking restrictions.

#### If the event requires outdoor park space:

Parks and Recreation Reservation Form for Parks.

If the outdoor park event involves 200 or more people, contact the Director of Parks and Recreation to discuss arrangements. (Contact Cheree Folts by <u>emailing her directly</u>)

If the event is a parade or a large public gathering in a public space:

<u>Complete the Parade or Assembly Permit</u> return to the Police Department or <u>email the</u> <u>form.</u>

If the event involves a fire of any kind, contact the <u>York Fire Department</u> about a burn permit.

If the event involves Food Trucks – Use our Steps to Food Truck Approval Guide

### **INDOOR EVENTS**

The City of York has meeting spaces in multiple buildings. See the links below for reservation information for different venues.

Holthus Convention Center - Ballrooms and smaller meeting rooms

<u>Community Center</u> – Fun City, Party Room, Pool

**Reservation Form** 

<u>City Auditorium</u> -Gym space and Dining Room

**Reservation Form** 

Kilgore Memorial Library

Meeting rooms