

Parks in Tempe

The City of Tempe's public open spaces, including parks, preserves, urban plazas and sports fields, provide opportunities for neighborhood connections and promote healthy communities. These valued spaces contribute to a safe, sustainable, diverse and healthy environment, enhancing quality of life in Tempe. Parks are open spaces used for recreation, leisure activities and events.

Events in Tempe

Public open space used for events requires a special event permit. Permitted events in the city run the gamut, including arts festivals, charity galas, athletic events, music performances, grand openings and parking lot sales. All such events, whether hosted by a resident, business or nonprofit organization, require permits. Our top priority is ensuring the safety for all involved through our special events permit process.

Helping Our Community

Tempe residents are caring and compassionate when it comes to helping those in need. We encourage generous residents to be Healthy Givers. This means working hand-in-hand with nonprofits that provide the most effective, lasting help such as shelter, housing, medical care and other resources. Helping someone meet long-term needs can change a life. Consider supporting these local efforts and organizations assisting unsheltered people and others in need:

City of Tempe Healthy Giving campaign:
tempe.gov/HealthyGiving

Tempe Community Council Healthy Giving Fund:
tempecommunitycouncil.org

Lost Our Home Pet Rescue: 602-445-7387

Salvation Army-Tempe Corps: 480-967-8649

Tempe Community Action Agency: 480-422-8922

TCC Threadz Teen Clothes Closet: 480-858-2300



Women4WomenTempe:
women4womentempe@gmail.com

For more information:
tempe.gov/nonprofits



Special Events Office

480-350-5180

tempe.gov/events



Special Events

Permit Process



tempe.gov/events
480-350-5180



Special Event Permit Process

Per Tempe Municipal Code 5-2, a permit is required for any public gathering that is open to the public or that includes a substantial deviation of land use or legal nonconforming use on city-owned and private property. See Section 5-2 of the City Code for more details.



Special event applications can be submitted through our online portal.

- **Submit an application at least 60 days in advance of your event**
 - Create a new account or log into your existing account
 - Complete the application, upload the required documents and submit
 - A confirmation email will follow your submittal. *Please note: this email does not constitute approval of your event.*
 - A Special Events team member will contact you after an initial application review
- **For questions during the application process, call 480-350-5180**



Additional permits



If the temporary special event or activity involves the distribution, sale or services of food and beverage, all required health permits must be obtained from Maricopa County.



Other permits and licenses may apply when hosting an event in Tempe, such as a special event liquor license or special event structure permit. **Learn more at tempe.gov/events.**

Insurance Requirements

Proof of insurance will be required prior to the approval of any temporary special event or activity on City property.

- The City of Tempe must be named as an additional insured.
- Insurance limits vary based upon the location and other event logistics.
- Refer to the Special Events handbook for more insurance information at **tempe.gov/events**.

Special Event Fees and Possible Expenses

- Application fee: \$50
- Special event permit fee: \$100- \$600
- City event space rental: \$250-\$3,000 per event day
- Based on event size, type and attendance, additional fees and expenses may include the following:
 - Cleaning deposit
 - User fees
 - Set-up/take-down
 - Road closure
 - Liquor
 - Security
 - Additional City services

