

SPECIAL EVENT APPLICATION

Yerba Buena Arts & Events, San Francisco | rentals@ybgfestival.org | T (415) 543-1718 | F (415)543-1755

Film/photo shoot? Skip to page 2.

Date Selection

Today's Date

Yes, my event is scheduled at least 30 days ahead.

Contact Information

Event Planner

Address

City, State, Zip

Work # Cell #

Email

Bill To

Address

City, State, Zip

Work # Cell #

Email

Contract With

Address

City, State, Zip

Work # Cell #

Email

Caterer

Address

City, State, Zip

Work # Cell #

Email

Policy & Insurance Agreement

Yes, I have read the YBG permitting restrictions.

Yes, I understand proof of insurance must meet the requirements shown on the sample. I will submit it before I can receive an event permit.

Preliminary Event Information

Event Name

Short Description

Type of Event Cocktail Lunch
 Dinner Picnic Buyout
 Product Promo Wedding Reception Wedding Ceremony

Other - type here

Event Date Time -

Load-in Time -

Load-out Time -

Rental Area(s) Requested Outdoor venues only.

Esplanade East Plaza
 Terrace Howard St Cutout
 East Garden N Mission Cutout
 Jessie Square S Mission Cutout
 Children's Garden

Number of Guests Expected

Type of Food/Beverage

Planned Entertainment

Tenting Company

Production List Furniture not provided. Referrals available.

Submission of specs and loading equipment will be required later.

Stage Lighting Decorations
 Signage Tables Branding
 Chairs Props Amplified Sound
 Power

Parking Permit Request

Howard St Time -

N Mission St Time -

S Mission St Time -

FILM/PHOTO APPLICATION

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Not a film/photo shoot? Go to page 1.

Date Selection

Today's Date

Yes, my shoot is scheduled at least 72 hours ahead.

Contact Information

Location Scout

Work # Cell #

Email

Client

Address

City, State, Zip

Work # Cell #

Fax

Email

Caterer

Address

City, State, Zip

Work # Cell #

Fax

Email

Policy & Insurance Agreement

Yes, I have read the YBG permitting restrictions.

Yes, I understand proof of insurance must meet the requirements shown on the sample. I will submit it before I can receive an event permit.

Walk-Through Availability (optional)

Date Time

or Da Time

Preliminary Event Information

Production Name

Type of Shoot Still Photo Film Video

Short Description

Date Time -

Load-in Time -

Load-out Time -

Rental Area(s) Requested Outdoor venues only.

- | | |
|--|--|
| <input type="checkbox"/> Esplanade Meadow | <input type="checkbox"/> East Garden |
| <input type="checkbox"/> Esplanade Walkway | <input type="checkbox"/> East Plaza |
| <input type="checkbox"/> Stone Stage | <input type="checkbox"/> Jessie Square |
| <input type="checkbox"/> MLK Jr Waterfall | <input type="checkbox"/> Children's Forecourt |
| <input type="checkbox"/> Terrace Garden | <input type="checkbox"/> Children's Amphitheater |
| <input type="checkbox"/> Loggia | <input type="checkbox"/> Carousel Plaza |

Equipment

Props

Power Requirement

of Talent # of Crew

Food Provided on Site? No Yes. Specify below

Caterer Craft Service Motor Home

Parking Permit Request

Howard St Time -

N Mission St Time -

S Mission St Time -