



Polk County Sheriff's Office Boat & Water Patrol Unit

Special Event Permit Application Guide

NOTICE TO THE APPLICANT: You are required by Minnesota State Statute 86B.121 to have a Sheriff's permit prior to holding an event on any public water. An event is described as:

"A gathering of persons engaged in (organized) activities on waters of the State of public property adjacent to those waters that, in the Sheriff's opinion, would have an impact on public safety or natural resources."

In order to have a permit issued, the application form **MUST** be filed with our office at least 14 days prior to the event. Any other attachments may be faxed when available, prior to the event. Must be pursuant to Minnesota Statute MN 86B. 121.

****This permit does not exempt you from obtaining an application /permit from the MN DNR.****

1. You must attach a detailed map of the event area, race course, staging location, weigh-in location, parking areas, access points, etc.
2. You must attach a copy of any permits issued by the Minnesota Department of Natural Resources.
3. You will enclose any advertising and sample of entry form.
4. In planning your event, please consider the following:
 - a. Impact on general boating traffic, public water, surrounding shoreline, nearby residents.
 - b. Access, parking and traffic considerations.
 - c. Access for police, fire and emergency medical services for your event and local residents.
 - d. On-site medical services.
 - e. Toilet facilities.
 - f. Other considerations created by your event.
5. You must have prior arrangements if your event will require parking direction and/or traffic control on adjacent or nearby City, Township or County roadways.
6. You must provide the name and cell phone number for an on-site event organizer/contact person. This person must be readily available during the entire time of the event.

If you have any questions, please feel free to contact Sgt. Randy Sondrol at 218-470-8285 or Investigator Nathan Rasch at 218-470-8294.