



# Walk Run

## In Saint Paul

### DEPARTMENT OF PARKS AND RECREATION

PARK PERMITS: 651-632-5111

FAX: 651-632-5115

[www.stpaul.gov/parks](http://www.stpaul.gov/parks)

[parkspermits@ci.stpaul.mn.us](mailto:parkspermits@ci.stpaul.mn.us)

651-632-2445

**NEW FOR 2016 – Walk/Run Participant Fee**  
**1 – 500 \$.50 per participant / 501 + \$1.00 per participant**  
*Parks and Recreation staff will collect a final roster on the day of the event*

### 2016 WALKS AND RUNS EVENT RATES

**Permit for Walks and Runs only (one site used, no shelter/pavilion rented).** All tax exempt permits must show proper documentation prior to permit being issued (i.e. Minnesota ST3). Participant fee is NOT tax exempt.

# of People per Walk/Run	Standard Rate	Tax-exempt Rate	Participant Fee
Up to 250	\$150.00	\$139.37	\$.50 p/participant
251-500	\$200.00	\$185.83	\$.50 p/participant
501-1000	\$250.00	\$232.29	\$1 p/participant
1001-1500	\$300.00	\$278.75	\$1 p/participant
1501-2000	\$350.00	\$325.20	\$1 p/participant
2001-3000	\$400.00	\$371.66	\$1 p/participant
3001-4000	\$450.00	\$418.19	\$1 p/participant
4001-5000	\$500.00	\$464.58	\$1 p/participant
5001-6000	\$550.00	\$511.03	\$1 p/participant
6001-7000	\$650.00	\$603.95	\$1 p/participant
7001-8000	\$750.00	\$696.86	\$1 p/participant
8001-9000	\$850.00	\$789.78	\$1 p/participant
9001-10,000	\$950.00	\$882.69	\$1 p/participant
Extra Site Fee *	\$75.00	\$69.69	\$1 p/participant

\* If more than one site is used, extra site fee will apply.

#### ADDITIONAL INFORMATION:

- Rates will be determined by individual event when using multiple sites and/or renting a shelter/pavilion. Participation fees are based on final rosters and/or registrations.
- The Department of Parks and Recreation retains the right to collect damages from the permit holder if site/facility is left in an unacceptable manner and requires extensive cleanup or repair by Parks staff. Additional fee will be added to credit card on file. Permit holder is responsible for repair/replacement costs of park property damaged/destroyed as a result of their event. **No chalk or painting is allowed.** An additional fee will be charged to permit holder for any chalking or painting.
- **Refunds:** No refunds will be issued less than 30 days prior to the permit. Permits under \$150.00 will not receive a refund. Permits over \$150.00 will receive 50% of the permit if the refund request is received 30 days prior to the event. There will be no refunds due to weather conditions.
- **Changes to Permits:** There will be a \$25.00 charge each time you alter your permit (time change, date change, location change).
- **Tents:**

	STAKED FEE RATE**		WEIGHTED OR NON-STAKED FEE RATE	
	1 <sup>st</sup> Tent	Each additional Tent	1 <sup>st</sup> Tent	Each additional tent
Standard Rate	\$155.00	\$30.00	\$55.00	\$30.00
Tax-exempt Rate	\$144.02	\$27.87	\$51.10	\$27.87

\*\*If tents will be staked, tent sites must be located for underground utilities before installation.

*Como Lake Path and Phalen Lake Path have specific locations for any and all tent placement.*

- **Paths:** If events need to mark paths and/or routes, **ONLY CHALK, CONES OR FLAGS** may be used. Spray paint of any kind is prohibited
- **Insurance:** All walks and runs must provide proof of insurance. See Insurance Requirements for Events.
- **Parade Permit:** Any permit applicant requesting closing of streets or with 5,000 or more participants must contact the Police Parade Permit Office for a Parade Permit (651-266-5485).
- **Agreements:** The Department of Parks & Recreation may require a separate agreement for an event. The language in any agreement between the Department and a permittee may supersede the rates listed here.