



**Special Events Permit Application  
Main Street Sundance, WY  
February 14<sup>th</sup> 2026**

**Application Information**

Responsible Party's Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Best Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Food Service Information**

Wyoming Food License required for all vendors serving food ONLY EXCEPTION is non-profits.

Non-profits must provide documentation. To obtain a Wyoming Food license 307.746.9206

**Non- Profit \$0** | Yes (  ) Classification Number: \_\_\_\_\_

**Food Truck/Tent For Profit (no alcohol) \$40 Total Fee (City Permit \$10\*, Event Fee \$30)**

**Food and/or Alcohol\*\* \$60 Total Fee (Catering City Permit\*\* \$30, Event Fee \$30)**

*\*\*If serving alcoholic beverages you must obtain a catering permit from the City of Sundance and it must be approved by the City Council which meets the first Tuesday of the month. Contact the City of Sundance with additional questions 307-283-3451. The form is on the 2<sup>nd</sup> page of this file.*

**Retail Vendor for Profit: Fee \$30 (\$10 City Permit\*, \$20 Event Fee)**

*\*If you have an annual vendor permit with the city you do not need to pay the city fee.*

**Sales Tax Information**

Wyoming Department of Revenue Sales Tax Registration **IS REQUIRED** for all vendors.

Sales Tax Number: \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Event Organizer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Fee Paid:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Receipt #:** \_\_\_\_\_

Questions, please contact Jamie at 605-431-6370 or email [sundance.chamber@gmail.com](mailto:sundance.chamber@gmail.com)

Mail completed form w/payment to Sundance Chamber, PO Box 1004, Sundance, WY 82729

Or Drop off at City Hall.

