

**SAN MATEO COUNTY EVENT CENTER
POLICY**

Subject: FIRST AMENDMENT RIGHTS	Established: Revised: Reviewed:	MARCH 16, 1988 APRIL 15, 2004 SEPTEMBER 22, 2021
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Policy:

In order to promote First Amendment Rights at the San Mateo County Event Center, we have established the following procedures for individuals wishing to pass out materials or information.

Procedures:

Individuals or groups wishing to distribute materials to Event Center patrons must fill out a "Registration Form For Free Speech Designated Area" and submit it along with a \$100 refundable trash clean-up deposit and a copy of all materials to be handed out to the General Manager or his designee.

A 10'x10' space will be assigned in a designated area to be determined by San Mateo County Event Center Management. Assigned spaces will be distributed to groups on a "first come-first served" basis. The location of the "free speech" area will allow the group(s) access to the public. Any group in a "free speech" area must allow the public reasonable access entering the San Mateo County Event Center Grounds in a manner that does not create a public nuisance or safety hazard. Auto and pedestrian traffic will not be obstructed at any time.

The number of people in the group will be limited to five (5) people at any one time. A contact person must be designated from the group and provide on site contact information. All members of the group must stay in the designated area.

Harassing patrons, following patrons, the use of amplification devices of any kind including loud speakers and bullhorns is strictly prohibited.

Only information allowed under the First Amendment of the Constitution can be distributed.

Under circumstances where the materials being presented are deemed controversial, the General Manager can request a security guard or a police officer be hired at the expense of the free speech group, if problems are anticipated.

**SAN MATEO COUNTY EVENT CENTER
REGISTRATION FORM FOR FREE SPEECH DESIGNATED AREA**

INDIVIDUAL OR ORGANIZATION: _____

TYPE/ PURPOSE OF ACTIVITY: _____

DATE(S) OF EVENT: _____

NUMBER IN GROUP (LIMIT OF FIVE): _____

SET UP TIME: STARTING TIME _____ ENDING TIME _____

CONTACT PERSON: _____

TELEPHONE INFO: _____

STREET ADDRESS: _____

CITY, STATE, ZIP: _____

WILL YOUR ACTIVITY INCLUDE SIGNS, POSTERS, TABLES OR OTHER ARTICLES OR EQUIPMENT?
YES _____ NO _____

IF YES, PLEASE LIST ALL ITEMS: _____

NOTE: A SAMPLE OF ALL ITEMS TO BE DISTRIBUTED MUST BE ATTACHED TO THIS FORM. ABSOLUTELY NOTHING OTHER THEN WHAT HAS BE PRESUBMITTED AND PREAPPROVED MAY BE PASSED OUT OR SHOWN.

One behalf of the signator, or in the case of a representative of a group signing on behalf of a group, signator acknowledges receipt of the San Mateo County Event Center's Free Speech Policy. Further, the signator states that he/she has read the policy and that the policy will be distributed to members of the group or those using the designed area assigned to requester.

PRINT NAME: _____ SIGNATURE: _____ DATE: _____

\$100 REFUNDABLE CLEAN UP DEPOSIT MUST BE INCLUDED WITH APPLICATION