

Arlington County Special Event Fee Reduction Program

The Arlington County Special Events Fee Reduction program is designed to encourage and support special events in Arlington that would not otherwise be able to occur due to required County public safety fees. Fee reductions are granted only for offsetting the law-enforcement, fire and emergency services costs incurred by the County to support special events.

Applications for a fee reduction for public safety expenses in Arlington County events are due May 31 (for events planned from July 1 - December 31) and September 30 (for events planned January 1 - June 30). Events will be notified within 30 days of the application date regarding their fee reduction status.

Organizations eligible for a reduction in public safety fees meet these criteria:

- Eligible non-profit, organizations are in accordance with the [Code of Virginia §15.2-953](#) (for example, cannot be controlled by a church or sectarian society).
- Recipient must be either based in Arlington County or directly provide services to residents of Arlington County.
- Organizations that have fully and timely paid County bills related to previous special events in Arlington County.

Events eligible for a reduction in public safety fees meet these criteria:

- Events for which the County's estimated charges represent more than 10% of the total estimated gross revenue from the event. County staff may review permit applicants' financial records with their consent to ensure compliance with this section.
- Events that in the past have not required Arlington County Police Department responses to a call or calls for services to address avoidable public-safety issues;
- Events that are the fifth or more similar event to occur in a given Civic Association area within the same County fiscal year.
- An event organizer may only apply for a free reduction for up to two events a year.

Fee reductions will be based on the following criteria:

- Race events that are put on by a school based in Arlington will receive no more than a \$500 reduction in fees.
- Events that could be held on a location that requires less public safety cost but choose to be held at costlier locations will only receive a \$500 fee reduction.
- Fee Reduction awards are up to a maximum of \$4,000, per event conditional upon the approval of the event.

For more information contact the Arlington County Office of Special Events, specialevents@arlingtonva.us or 703-228-1974