



STEP-BY-STEP APPLYING FOR A SPECIAL EVENT PERMIT

1. *Do I need a permit?*

If you are planning a special event or wedding in one of Savannah's public right-of-way or beautiful parks and squares, you typically need a permit. Any special event or wedding with chairs, isle runners, tents, tables, or any other décor requires permission from the City of Savannah via our permit approval process. When you obtain a permit, you must hire an off-duty Savannah Police Officer for the duration of your event, completed through the permitting system.

2. *When can I apply for my permit and when is my deadline?*

- You may apply as early as one year from the month of the date you are applying. For example, if your special event or wedding is on July 25th, 2026, you may apply starting at 12:01 AM on July 1st, 2025.
- You must apply no later than 90 days prior to the start of the event. For example, if an event falls on June 15, 2026, then the application must be submitted by March 15, 2026.

3. *Check the online [Special Event Calendar](#) to see if your requested date(s) are available. Failure to do so may result in your application being denied if there is a conflicting event already in review or permitted.*

4. *Apply for your permit here: <https://www.savannahga.gov/3334/APPLY-FOR-PERMITS>*

5. *Periodically check your eProval account for additional information, questions from City of Savannah staff, and notifications regarding your permit application.*

6. *Once your permit has been approved, check the instructions made by Special Events, Film, & Tourism staff on how to proceed.*

7. *Have a great event!*