



Disc Golf Tournaments - Permitting Guidelines

Public access to disc golf courses must be maintained and prioritized by all events and tournaments. It is the expectation that any member of the public may actively be allowed to play in or around your event and not denied access to the course. Any tournament or event that is charging for participation is required to obtain an event permit from the Austin Parks and Recreation Department’s Office of Special Events.

Permitting Requirements

- **Minimum Requirements:** Submission of [Special Request Form Application \(PDF\)](#), PARD review and approval, submission of [Insurance](#), payment of [permit fees](#).
- **Additional Permits and other requirements:**
 - **Booking and timing guidelines:** No tournaments will be permitted on consecutive weekends (Friday-Sunday) at the same course, or on [City Holidays](#). There is a maximum of 2 weekend tournaments at each course per month. Applications must be submitted before the deadline indicated depending on your event tier/size (See chart below)
 - **Notifications:** A minimum of 2 clearly legible and professionally produced public notification signs shall be placed on at least 2 common start or entry points of a course. PARD has standard notification signs and language that shall be used. No hand-written signs are permitted.
 - **Vending or merchandise sales:** [State of Texas Sales Tax ID number](#) is required for any vending, concessions, or merchandise sales.
 - **Health Permit (Food Permit):** Any public event, OR any event providing or selling food or beverage that is open/cooked/open container/heat or cold sensitive food or drink must have a [Temporary Food Event Health Permit](#), Insurance, and must be approved by the Parks and Recreation Department.
 - **Other requirements:** Trash, recycling, parking plans, or toilet rental contracts with a service provider MAY be required depending on the scope of the event.

Event Tiers and Application Timing			
Event Tier	Event Size	Courses used	Application Submittal
1	Under 100 persons	1	2 months from the event date
2	100-250 persons	1-2	4 months from the event date
3	251-399 persons		
4	400+ persons	Multiple courses AND event dates required	6 months from the event date