

Special Event System - Boating Events

Link to [Special Events System](#) to apply for boating special events.

Please reference the information below: Obtaining a Boating Special Event Authorization and Guidelines sections to familiarize you with the look and feel of the online boating application system.

A \$25.00 administrative fee will be charged for all boating special events. The fee will partially offset the costs incurred to administer the boating program, including development and maintenance of the online application and payment system. This website system will be the only method to apply for and get approval for boating special events. All events will be listed on the DNR's webpage.

Per Iowa Code Section 462A.16 (2009) if a permit has been obtained from an authorized agency having jurisdiction of the water which is the location where the event is being conducted, an additional state special events permit is not required. Examples would include, but not limited to, U.S. Army Corp of Engineers and/or U.S Coast Guard permits.

Obtaining Boating Special Event Authorization

Authorization by the Department of Natural Resources is required to hold a regatta, motorboat or other boat races, marine parades, tournaments or exhibitions on any waters of the State

Separate authorization is needed for each boating event. To access the Special Events system, go to <https://programs.iowadnr.gov/specialevents/> and complete the Boating event application form.

Applications for boating events will be accepted via the online application system. **Authorizations are not transferable.** Applications must be received by the local Conservation Officer or local Park Staff at least **30 days** prior to the proposed event.

The authorization letter must be in possession of the sponsor or their representative and be available at the event site for Department Staff during event hours.

Guidelines

Approval of any boating event application is at the discretion of the DNR staff. The DNR may impose special conditions not specifically covered herein for any boating event if deemed necessary to protect the resource or to assure public safety. Special conditions may include, but are not limited to:

- Navigation shall be open to all traffic during the event
- Electric trolling motors only shall be permitted
- All speed and distance regulations shall apply to the race
- Shotgun or racing-type starts shall not be permitted
- Chains or tire studs shall not be used on the vehicles entering on the ice
- Alcoholic beverages (beer included) shall not be permitted to be consumed during any parts of the event
- The sponsoring organization must remove all litter from the land and ice at the end of each day's event

The number of boating events at any one access area during a given day may be restricted if deemed necessary to avoid congestion with the public or competing events.

Preparing to Use the New System

Creating a User ID and Logging In

To access the new system, you will need to create an ID with the State of Iowa's online database system. If you have an ID for school closings or the fishing report system, that one will work. If not, use the Login link in the upper righthand corner of the [DNR Special Events](#) system.

Here is what the log in screen looks like:

Enterprise A&A Sign In Create An Account Forgot Password Forgot Id

DNR Special Events

Enter your Account Id and Password and press sign in to continue.

Account ID: Sign In

Password: Account Details

[What is A&A?](#)
[Report Issue to State Service Desk](#)

Public User Account Format: `firstname.lastname@iowaid`
State Employee Account Format: `firstname.lastname@iowa.gov`
*If you do not have an @iowa.gov account use your State of Iowa employee email address.

Trans ID: 38HMSV
You are looking at:
CI Logon

Additional Terms, Privacy & Warranty Information
Enterprise Authentication & Authorization - Common Interface

Version: 4.3.1
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To create an account, click on the second tab, and this page will appear:

Enterprise A&A Sign In Create An Account Forgot Password Forgot Id

DNR Special Events

Sign up now to get credentials you can use for Enterprise A&A enabled sites.

First Name: Register

Last Name: Help

What is A&A?
[Report Issue to State Service Desk](#)

Possibly have an account already?
[Click here for a listing of all A&A enabled applications.](#)
If you created an account for any of these applications you don't need to create a new account.

Trans ID: 38HMSV
You are looking at:
CI Logon

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Important!

- You must have a valid email address.
- Your A&A Account ID may not contain profanity or special characters.
- You will be required to complete some Security Baseline Questions and Answers.

The system will require you to confirm the account details, and provide a valid email address:

This email address will be sent a link and a code to complete the account registration process.

After receiving the email and clicking the link, you will be directed to the account baseline page which consists of questions that you provide answers to. This will aid in recovering your password if you ever lose or forget it:

DNR Special Events

Self-Service Password Change - DNR Special Events

Identity Baseline for:

On this page, you must create your identity baseline. This is a set of questions and answers you establish for your account. If you forget your password or lock your account for some reason, you can answer these questions to get access to your account.

Question 1:

Answer 1: Confirm:

Question 2:

Answer 2: Confirm:

Question 3 (Create your own question.):

Answer 3: Confirm:

Save Identity Baseline

Some guidelines for setting your baseline:

1. Choose questions and answers that you know well, but that others don't.
2. Avoid special characters like commas or quotes that you may not enter the same way later.
3. Keep your answers simple - for example, use "paperboy" instead of "The Des Moines Register paper delivery" for your first job.
4. You must create your own question when a drop down list is not provided. Usually this is the case for the last one or two questions shown.

The last step in account set-up is creating a password. Below is a simplified set of directions for creating your password. Passwords must be:

- At least 8 characters long (alphanumeric)
- Include at least one special character (e.g. !, @, #, \$, %, ^, &, *, etc.)
- A mix of uppercase and lowercase letters
- You may not use pieces of your name or email address in your password

DNR Special Events

Self-Service Password Change - DNR Special Events

 You must change your password.

Password Change for:

Enter new password:

Confirm new password:

Password Rules:
Passwords should contain a minimum of 8 alphanumeric characters (a mix of upper and lower case) including at least one special character. Note: You may not use pieces of your name or e-mail address in your password.

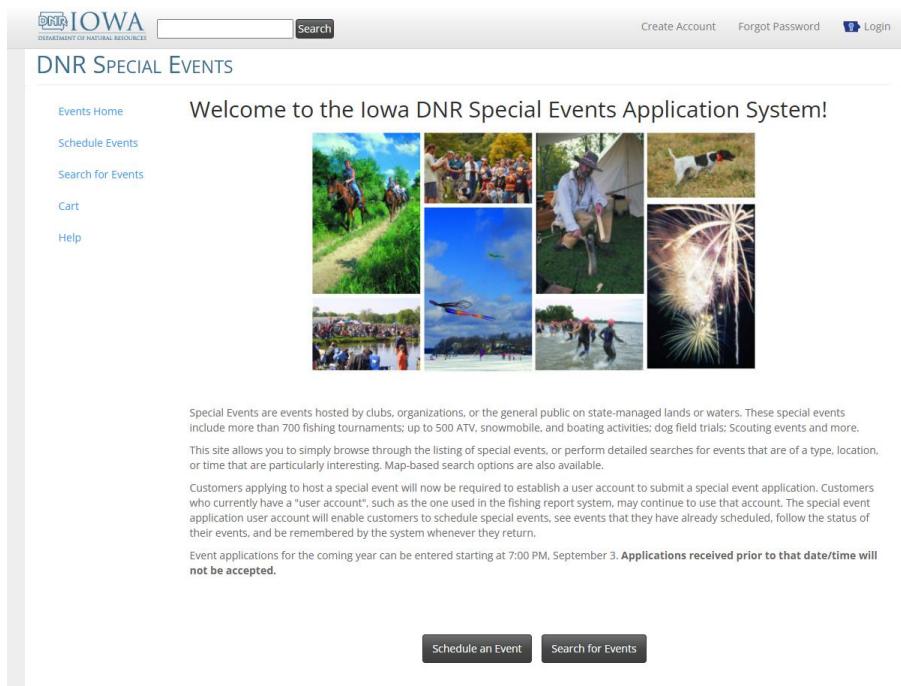
Save New Password **Cancel**

You are looking at 550 Initialize Account Transaction ID: 787654
 Enterprise A&A
©2004 State of Iowa, DNR-ITB Version 2.4.6

After you have created a username and password, you will be ready to access the Special Events/Boating system.

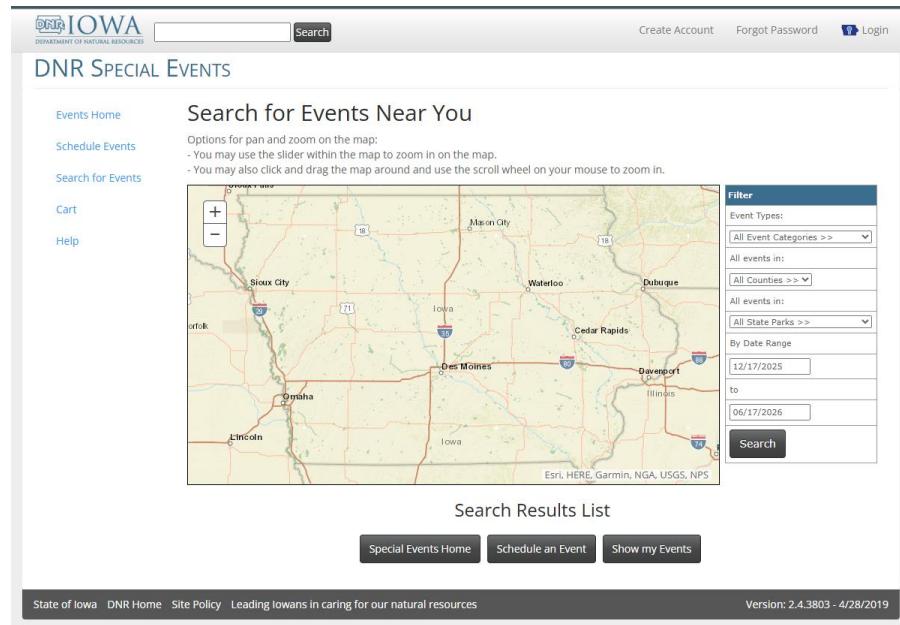
Conducting a Search in the new System

Start at the [Special Events](#) home page.



The screenshot shows the 'DNR SPECIAL EVENTS' page. At the top, there are links for 'Events Home', 'Schedule Events', 'Search for Events', 'Cart', and 'Help'. A search bar with a 'Search' button is also at the top. To the right of the search bar are links for 'Create Account', 'Forgot Password', and 'Login'. Below the top navigation, the page title 'DNR SPECIAL EVENTS' is displayed. A welcome message 'Welcome to the Iowa DNR Special Events Application System!' is followed by a grid of eight images representing various events: horseback riding, a crowd, a dog, a fireworks display, a triathlon, kite flying, a boat race, and a campsite. Below the images, a paragraph of text describes the types of events listed, including fishing tournaments, ATV/snowmobile/boating activities, dog field trials, scouting events, and more. It also notes that the site allows for browsing and detailed searching by type, location, or time, and that map-based search options are available. A note for customers applying to host events requires a user account to submit applications. Event applications for the coming year can be entered starting at 7:00 PM, September 3. A note states that applications received prior to that date/time will not be accepted. At the bottom of the page are two buttons: 'Schedule an Event' and 'Search for Events'.

Click on Search for Events.



The screenshot shows the 'Search for Events Near You' page. The left sidebar includes links for 'Events Home', 'Schedule Events', 'Search for Events', 'Cart', and 'Help'. The main content area features a map of the state of Iowa with major cities like Sioux City, Des Moines, and Cedar Rapids marked. A zoom control (+/-) is located in the top-left corner of the map. To the right of the map is a 'Filter' sidebar with dropdown menus for 'Event Types' (All Event Categories >>), 'All events in' (All Counties >>), 'All events in' (All State Parks >>), and a 'By Date Range' section with fields for 'From' (12/17/2025) and 'To' (06/17/2026), with a 'Search' button. Below the map is a 'Search Results List' section with three buttons: 'Special Events Home', 'Schedule an Event', and 'Show my Events'. At the bottom of the page, a footer bar contains links for 'State of Iowa', 'DNR Home', 'Site Policy', and 'Leading Iowans in caring for our natural resources', along with the text 'Version: 2.4.3803 - 4/28/2019'.

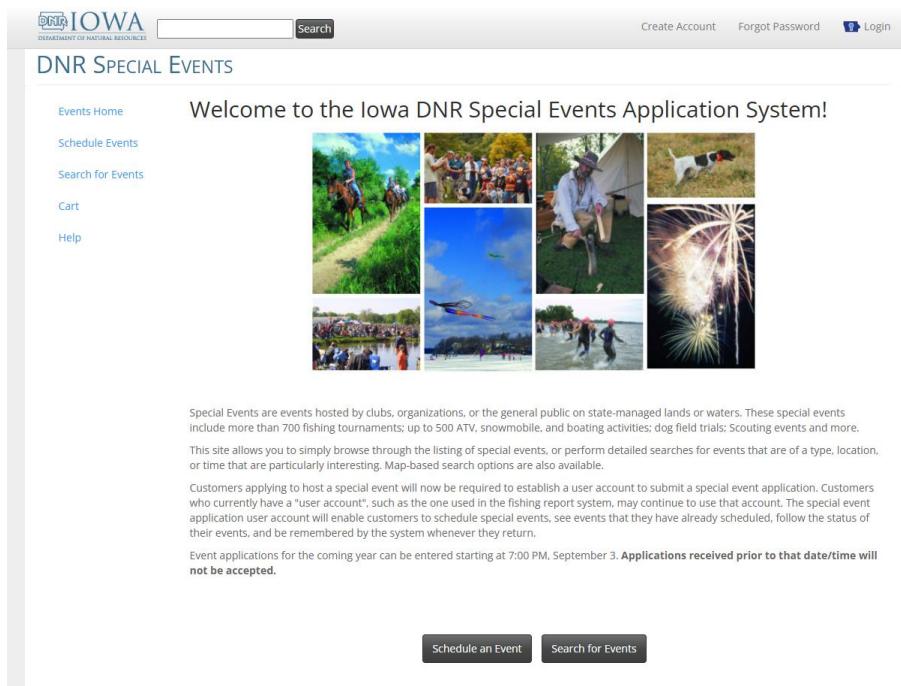
Select any of the following Search Criteria (Event Type, Events for a certain month, between a date range) and click on Search. Or, you may click within the map and use the scroll bar to narrow your search geographically. The mouse scroll wheel will also zoom in on the map and narrow your search results.

The events matching your search criteria will be displayed as Push Pins (Thumb Tacks) on the Map and in the table listed below the map.

You may click on an event name to view more information about the event.

Submitting an application in the new System

Start at the [Special Events](#) home page.



Events Home

Schedule Events

Search for Events

Cart

Help

Welcome to the Iowa DNR Special Events Application System!

Special Events are events hosted by clubs, organizations, or the general public on state-managed lands or waters. These special events include more than 700 fishing tournaments; up to 500 ATV, snowmobile, and boating activities; dog field trials; Scouting events and more. This site allows you to simply browse through the listing of special events, or perform detailed searches for events that are of a type, location, or time that are particularly interesting. Map-based search options are also available.

Customers applying to host a special event will now be required to establish a user account to submit a special event application. Customers who currently have a "user account", such as the one used in the fishing report system, may continue to use that account. The special event application user account will enable customers to schedule special events, see events that they have already scheduled, follow the status of their events, and be remembered by the system whenever they return.

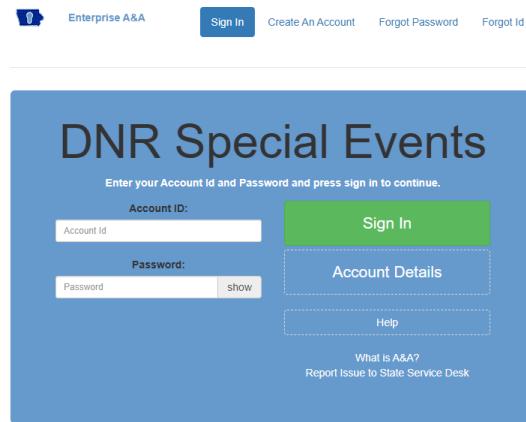
Event applications for the coming year can be entered starting at 7:00 PM, September 3. **Applications received prior to that date/time will not be accepted.**

Schedule an Event

Search for Events

Click on Schedule an Event.

If you have not already logged in, you will be redirected to the State of Iowa's Access and Authorization (A&A) system to login. You may login with your A&A credentials, which was explained in the "Creating a user ID and Logging In" section above. If this is your first time logging in, you will need to create a profile.



Enterprise A&A

Sign In

Create An Account

Forgot Password

Forgot Id

DNR Special Events

Enter your Account Id and Password and press sign in to continue.

Account ID:

Password:

Account Details

Help

What is A&A?

Report Issue to State Service Desk

Account Id Examples

Public User Account Format:

firstname.lastname@iowaid

State Employee Account Format:

firstname.lastname@iowa.gov

*If you do not have an @iowa.gov account use your State of Iowa employee email address.

Trans ID: 38488V
You are looking at:
CI Logon

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Enterprise Authentication & Authorization - Common Interface

Version 4.3.1
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Once you've logged in you will be redirected to the Schedule an Event page

Select an Event Type from the Drop-Down List Box.

The application will automatically take you to the Application Form. Fill out the application form with your information. Required fields are denoted with a red asterisk (*).

Boating

Please fill out the following Sponsoring Organization information. A sponsoring organization can be an individual. The Organization name, primary phone and email address will be published on DNR's web site for calendar events open to the public.

*Organization Sponsor	<input type="text"/>
*Address	<input type="text"/> <input type="text"/>
*City	<input type="text"/>
*State	<input type="text"/>
*Zip	<input type="text"/>
*Primary Phone	<input type="text"/> (000) 000-0000 <input type="text"/> (555) 123-1234
Alternate Phone	<input type="text"/> (000) 000-0000 <input type="text"/> (555) 123-1234
Fax	<input type="text"/> (000) 000-0000 <input type="text"/> (555) 123-1234
*Email	<input type="text"/> abc@provider.ext
Web Page	<input type="text"/>

Please fill out the following designated event official/responsible party information. This person must have all event-required authorizations on site.

*First Name	<input type="text"/>
M.I.	<input type="text"/>
*Last Name	<input type="text"/>
*Address	<input type="text"/> <input type="text"/>
*City	<input type="text"/>
*State	<input type="text"/>
*Zip	<input type="text"/>
*Primary Phone	<input type="text"/> (000) 000-0000 <input type="text"/> (555) 123-1234
Alternate Phone	<input type="text"/> (000) 000-0000 <input type="text"/> (555) 123-1234
Fax	<input type="text"/> (000) 000-0000 <input type="text"/> (555) 123-1234
*Email	<input type="text"/> abc@provider.ext

Where will the event be held? If over a wide area, indicate the starting point or main event area.

Text Selection		OR	Map Selection: You may click and drag the map around and use the scroll wheel on your mouse to zoom in.
*County <input type="text" value="Adair"/>			
State Parks & Forests <input type="text" value="Select State Park or Forest>>"/>			
*Water Area <input type="text" value="Select Water Area >>"/>			
*Specific Location Name <input type="text"/>			
Event Details:			
*Event Name <input type="text"/>			
*Short description of event for display on DNR Special Events search results page <input type="text"/>			
*Types of vessels <input type="text"/>			
*Annual Event <input type="radio"/> Yes <input type="radio"/> No			
*Is it the applicant's preference that this event be closed to the public? <input type="radio"/> Yes <input type="radio"/> No			
*Event Date <input type="text" value="mm/dd/yyyy"/>			
*If this is a multiple day event, How many additional days are you requesting? Applicant may add any dates within the nine-day window on which events will occur. Additional dates need not be consecutive. <input type="text"/>			
*Event Start Time <input type="text"/>			
*Event End Time <input type="text"/>			
Alternate Date 1 <input type="text" value="mm/dd/yyyy"/>			
Alternate Date 2 <input type="text" value="mm/dd/yyyy"/>			
Alternate Date 3 <input type="text" value="mm/dd/yyyy"/>			
*Number of Participants <input type="text"/>			
*Number of Participants <input type="text"/>			
*Number of Spectators <input type="text"/>			
*Location of designated event official during event <input type="text"/>			
*Have you or will you request assistance from the Coast Guard Auxiliary? If yes, what assistance does the event need? <input type="text"/>			
*Number of vessels provided by sponsoring organization for safety assistance? <input type="text"/>			
*Types of vessels used for safety assistance? <input type="text" value="motorboat
sailboat
canoe/kayak
other"/>			
*What type of patrol will the sponsoring organization provide for the safe conduct of the event? <input type="text"/>			
*Will food, beverage, or items be sold at the event? <input type="radio"/> Yes <input type="radio"/> No			
If there are Concessions, list all vendors that will be at the event and the type of items to be sold (i.e., food, souvenirs etc.)? <input type="text"/>			
For events held in state parks or state recreation areas, vendors may or may not be allowed dependent upon established contracts.			
*Is a Fireworks display part of this event? <input type="radio"/> Yes <input type="radio"/> No			
Fireworks <input type="text"/>			
*A fireworks display requires securing appropriate city and/or county permits and the permits must be available for inspection during the event. Have you secured all permits? <input type="radio"/> Yes <input type="radio"/> No			
Name of person operating display <input type="text"/>			
Address of person operating display <input type="text"/>			
City/State/Zip of person operating display <input type="text"/>			
Phone number of person operating display <input type="text"/>			
Fallout perimeter designated by <input type="text" value="lighted buoys
chain lines
roped off areas
posted signs
safety cones"/>			

Name of person maintaining perimeter	
Medical and fire personnel must be on scene during the event. Which fire department will be providing medical and/or fire support during the event? For events on water, if a fire boat is available, it must be on scene during the fireworks display.	
*Liability and property damage insurance is required. The DNR shall be listed as an additional insured or beneficiary of the policy for the special event. The policy shall, at minimum, provide coverage during the entire length of the event. Additional insurance coverage is necessary for firework displays. Failure to provide this proof of insurance may result in the event being cancelled by the DNR. By checking this box, I certify that I will provide proof of insurance for this event. <input type="checkbox"/>	
*Insurance Carrier Name	
*What is the insurance policy number	
*What date was the event insurance issued	mm/dd/yyyy
Comments	

ALL CHARGES ARE NON-REFUNDABLE

Application Fee

\$25.00

The undersigned applicant understands and agrees that neither the State of Iowa nor the Department of Natural Resources shall be responsible for any injury to persons or damage to property arising out of or incidental to the activities which are the subject of this application. The applicant agrees by execution hereof to indemnify and hold harmless the state of Iowa and the Department of Natural Resources against all liabilities, costs and expenses which may arise in consequence of the applicant's activities related to this application being approved. By checking this box, I certify that I made this application on this day and agree to be bound to the terms and conditions of the authorization and applicable law. Furthermore, I certify that the information contained in this application is true and accurate to the best of my knowledge, and I understand that the Department will revoke a permit if based upon falsified information.

Submit **Cancel**

Any application fees or tag fees will be listed at the bottom of the form.

You need to click the box at the bottom of the page indicating that you understand and agree to the legal terms associated with the application.

Click on Submit when you have completed the application form.

When Boating events will have a \$25 fee associated with them, you will be redirected to a credit card payment entry screen (not shown).

Enter your information on the credit card payment entry screen and click Submit only once to ensure that your transaction is not submitted multiple times. You will be redirected to a screen stating that your application has been submitted. You will also receive an email including your Credit Card Receipt.

Once your application has been reviewed, you will receive an e-mail that will indicate if the event was approved or denied. If approved, that email will include an Authorization Letter.

You can review any events you have submitted to the system by clicking the "Show My Events" button on the "Schedule an Event" page.