

CITY OF JEFFERSON CITY

SPECIAL EVENT PERMIT APPLICATION

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

Please complete all data as required.

NAME OF ORGANIZATION: MOSSY GROUP (D.B.A) THE MADOX HOUSE

APPLICANT NAME: JACOB GELDRECH

ADDRESS: 110 E OLD A.S. HWY CITY: JEFFERSON STATE: TN ZIP: 37760

DAYTIME PHONE: _____ / EVENING PHONE () SAME CELL ()

FAX # () _____ E-MAIL: _____ Web Page:

MANAGER ON SITE DAY OF EVENT: JACOB GELDRECH CELL #: _____

*Any change in the above information, please notify the Parks Department immediately.

SPECIAL USE INFORMATION

Complete all data as required for usage.

Type Of Use: BEER OPTONS & FESTIVAL Estimated Attendance 1000+

Is this event open to the public? YES NO

EVENT TITLE: "CREEK FEST 26"

EVENT DATE(S): 5-28-26 -> 5-30-26

REQUESTED CITY FACILITY/AREA MAIN ST OLD CITY

AREA OF FACILITY TO BE USED (Describe Physical Boundaries): MAIN ST FROM BRANVER -> RUSSEL

ACTUAL HOURS OF EVENT: 12 AM / (PM) - 10 AM / (PM)

SET-UP TIMES: 12 AM / (PM) - 9 AM / (PM) TAKE DOWN TIME: 9 AM / (PM)

DESCRIPTION OF SET-UP: 10x20' TENT & 4-6 TAP KEG
OPTONS, ALL BEOH LESS THAN 6.5%

HAS THIS EVENT TAKEN PLACE PREVIOUSLY? YES NO

IF YES: WHEN _____ WHERE _____ ATTENDANCE _____

HOW MANY TIMES HAS EVENT TAKEN PLACE PREVIOUSLY? _____

PLEASE DESCRIBE EVENT HISTORY: SPRING FESTIVAL

Please check all items that apply to your event. Attach a complete description of the event and schedule of usage to this application. (Application will not be processed without this.)

- | | | |
|---|--|--|
| <input type="checkbox"/> a. Admission to be charged | <input type="checkbox"/> o. First Aid Station | |
| <input type="checkbox"/> b. Animals | <input type="checkbox"/> p. Food – catered by restaurant | |
| <input type="checkbox"/> c. Amusements, Inflatable Devices | <input type="checkbox"/> q. Food – given away | |
| <input type="checkbox"/> d. Bicycles | <input type="checkbox"/> r. Food – prepared on site | <input type="checkbox"/> aa. Tables / chairs |
| <input type="checkbox"/> e. Bleachers | <input type="checkbox"/> s. Music – amplification | <input type="checkbox"/> bb. Tents |
| <input type="checkbox"/> f. Booths – Vendors handing out items* | <input type="checkbox"/> t. PA system | <input type="checkbox"/> cc. Traffic control |
| <input type="checkbox"/> g. Booths – Vendors selling* | <input type="checkbox"/> u. Shelter reservation | <input type="checkbox"/> dd. Trailers |
| <input type="checkbox"/> h. Candles (or other open flames) | <input type="checkbox"/> v. Portable sanitary units | <input type="checkbox"/> ee. Vehicles |
| <input checked="" type="checkbox"/> i. Canopies or tents | <input type="checkbox"/> w. Private security | <input type="checkbox"/> ff. Other |
| <input type="checkbox"/> j. Command Post (Headquarters) | <input type="checkbox"/> x. Propane gas | |
| <input type="checkbox"/> k. Crowd control | <input type="checkbox"/> y. Sports competition | |
| <input type="checkbox"/> l. Electrical requirements | <input type="checkbox"/> z. Stage | |
| <input type="checkbox"/> m. Entertainment | | |
| <input type="checkbox"/> n. Exhibits, Displays | | |

EXPLANATION OF ITEMS CHECKED ABOVE (LIST LETTER FOR REFERENCE): _____

PLEASE REFER TO TOMMY LLA? FOR
EVENT DETAILS

WILL THE EVENT BE ADVERTISED? HOW? SOCIAL MEDIA, ETC

Please note that you cannot advertise your event prior to approval.

***Please provide each vendor’s name and contact information – Attach to completed form.**

PROPER LIABILITY INSURANCE IS REQUIRED OF ALL GROUPS GIVEN APPROVAL TO USE CITY FACILITIES/AREAS. All events open to the public require a certificate of insurance which shows a minimum of \$1,000,000 commercial general liability insurance with the City of Jefferson City, named as the certificate holder and as additional insured. The address should be listed as 112 City Center Drive, Jefferson City, TN 37760. Each event is evaluated on its risk exposure,

The applicant agrees to save, defend, and hold harmless the City of Jefferson City, together with its various departments, employees, officers, officials and agents as well as any and all other persons or entities acting on its behalf, from any and all liability claims for damages of any sort whatsoever arising in connection with applicant's use of occupancy of any City property or any activity conducted by applicant on that property.

The applicant agrees to report any defective condition of the city facility or usage area during rental to authorized Parks and Recreation employee. Upon approval of the agreement, the City of Jefferson City will furnish the applicant the name and phone number of authorized employee(s) to report any defective condition observed.

The applicant/organization is responsible for the entire event. All activities must be under competent adult supervision. If any damages occur during rental, the applicant signing the agreement will be responsible for paying those damages.

The use of alcoholic beverages, firearms, fireworks, or illegal drugs in any form is **not permitted** on or at any city property or facility.

All parks are designated as pet friendly. All pets shall be on a leash no longer than six feet, non-retractable type. All pet owners will be liable for the full value of any city property damage destroyed by their pets. All **forms of tobacco products**, including E-Cigarettes, are **prohibited** at all fields and parks throughout the city. All city properties are designated **smoke-free**.

The City of Jefferson City reserves the right to disallow the event, as deemed necessary, or cancel the use of the facility at any time due to an emergency. The holder of an approved application to use city facilities may cancel the agreement by giving the Director of Parks and Recreation or the City Manager notice in writing.

The City reserves the right to use any photos taken at any event for City publicity without any compensation to the applicant.

FEE SCHEDULE – Minimum Base Fee \$100 Per 4 Hours Non-Revenue Generating Events
Maximum Base Fee \$250 Per 4 Hours Revenue Generating Events

\$25.00 PER HOUR AT ALL FACILITIES AND PARK PROPERTIES

A \$25.00 non-refundable deposit is required when application is submitted.

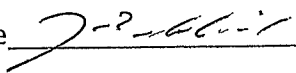
Minimum or maximum base fee payment is due within two (2) days after the event. Payment is required in full for hourly rentals one week before event date.

TERMS OF AGREEMENT

As the applicant, I hereby accept and understand the responsibility to oversee activities affiliated with the event and to insure compliance with all policies, rules, and guidelines of the City of Jefferson City and the regulations listed below. Everything I have stated on this application is correct to the best of my knowledge. I understand that any violation may result in immediate cancellation of the reservation and/or revocation of the permit. I understand that the permit is not transferable.

- A completed special use permit application must be submitted a minimum of 30 days prior to the event.
 - A certificate of insurance for the event **must** be submitted 7 days prior to the beginning of the event and must name the City of Jefferson City as the additional insured.
 - Alcoholic beverages are not allowed on park property.
 - The applicant is responsible for the collection of all trash generated during the **event and the proper disposal of all refuse**. Parks and Recreation Department will provide trash bags.
 - The volume level from public address or sound systems must remain at an acceptable level.
 - Absolutely no permanent paint or material may be used to mark the road or any city property, including directional signs.
 - Uniformed law enforcement may be required to provide traffic and crowd control.
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Name of Applicant:(print) JACON GELDRECCU

Signature  Date 2-18-2016