

TOWN OF SYLVA

83 Allen Street
Sylva, N.C. 28779

Phone: (828) 586-2719 Fax: (828) 586-8134 E-mail: townclerk@townofsylva.org

OUTDOOR SPECIAL EVENT PERMIT APPLICATION
CONSUMPTION OF ALCOHOL

Today's Date 26 August 2024

Name of Business Santé - The Wine Bar

00278258DB

NC alcohol license holder # _____

Primary Organizer Contact:

Name Lisa McBride

Phone# 828.331.7684

Address 513 Mill Street, Sylva, NC 28779

Email Address wncfarmtotable@gmail.com

Fax # _____

Primary Event Category:

****Note** 60 Day Advance Notice is Required for Events that will need a Road Closure!!**

Name of Event Sylva Celebration - a Farm-to Table-Dinner

Date(s) of Actual Event 7 December 2024

Estimated Attendance 100 ***determines police presence at \$35/hr/officer***
minimum of 2 officers required

Event Time(s) Opening 4 pm AM/PM - Closing 7:30 pm AM/PM

Set-up Date(s) 7 December Set-up Time(s) 12 pm AM/PM -- 9pm AM/PM

Primary On-Site Contact Lisa McBride

Mobile Phone# 828.331.7684

Mission/Purpose of Event An event to simply celebrate the Town of Sylva

Describe Event It will be a ticketed event, but people will have the option of just attending for appetizers and drinks or a full sit-down dinner.
It is just a way that Ilda & WNC From the Ground Up want to say thank you to our special town.

List quantity of structures & equipment on-site (Ex. Tents; Stakes; Generators; Inflatables, etc.)

Tables - 30, Chairs - 100
Fire pit -1

Will streets/sidewalks need to be closed?	Yes ___ No <input checked="" type="checkbox"/>
Will any vehicles/trailers be located in non-parking areas?	Yes ___ No <input checked="" type="checkbox"/>
Are sales by private vendors being planned? IF YES, how many? _____	Yes ___ No <input checked="" type="checkbox"/>
Will tents or canopies be used at the event?	Yes ___ No <input checked="" type="checkbox"/>
Will banners or signs be used outside the event area?	Yes ___ No <input checked="" type="checkbox"/>
Does your event require electricity?	Yes <input checked="" type="checkbox"/> No ___
Will sound amplification be used?	Yes <input checked="" type="checkbox"/> No ___
Will there be any cooking with grease?	Yes ___ No <input checked="" type="checkbox"/>
Will private grills be in use for food preparation?	Yes <input checked="" type="checkbox"/> No ___
Will additional trash receptacles be used?	Yes ___ No <input checked="" type="checkbox"/>
Will the event be publicized?	Yes <input checked="" type="checkbox"/> No ___
Do you intend to serve alcohol?	Yes <input checked="" type="checkbox"/> No ___
Do you intend to sell the alcohol?	Yes ___ No <input checked="" type="checkbox"/>
(If yes, attach a copy of your NC license to sell alcohol)	
What type of alcohol do you intend to serve?	beer, wine
(i.e. beer, unfortified wine, etc.)	_____

A certificate of liability insurance coverage at a level of \$1,000,000 must be held by event organizer and must list the Town of Sylva for the day of the event. Please attach to this application a copy of certificate listing the Town of Sylva.

If the date and/or location requested is not available, or if the requested location is not an appropriate site to conduct your proposed event, the Town of Sylva will contact you and an alternate location will suggested if available. Your confirmation will be in the form of a permit, issued to the organization and/or person responsible for planning the event. **Do not publicize your event until approval has been granted by the Town of Sylva Board of Commissioners. The submission of an Outdoor Special Event Permit Application—Alcohol Consumption is NOT approval to hold an event.**

List of Fees:

*NOTE: All fees must be paid before reservation is approved.

- \$30.00 for two hours (Town Residents)
- \$50.00 for two hours (non Town Residents)
- \$50.00 for four hours (Town Residents)
- \$75.00 for four hours (non Town Residents)
- \$100.00 for eight hours (Town Residents)
- \$125.00 for eight hours (non Town Residents)
- \$5.00 per vendor

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand, and agree to abide by the policies, rules and regulations. The permit, if granted, is not transferable and is revocable at any time at the absolute discretion of the Sylva Town Manager.

I also understand that I am responsible for scheduling with the Town of Sylva Police Department officers to be on duty during event, and that payment for officer presence is due at the time application is submitted.

Lisa McBride

Name of Applicant _____

Signature Lisa McBride _____ Date 26 August 24 _____

Official Use Only:

Officers Required _____ (\$35/hr/officer) Total Due _____

Certificate of Liability Insurance Coverage attached _____

Copy of NC license to sell alcohol attached _____ (if required)

Resolution of Approval dated _____