

2025



City of Tenino

Parades/Special Events Application

149 S Hodgden St. South
P O Box 4019
Tenino, WA 98589
(360) 264-2368

Organization: Tenino Arts Stone City Arts Festival *

Contact Person: Donna Mayo of Tenino Arts

Address: 109 McArthur St. / P.O. Box 846 Tenino

Telephone 808.346.1487 Fax _____

Email ofwaterwindandwood@gmail.com

It is respectfully requested that a special event permit be issued to the above-named organization.

The following items of information are submitted:

- (1) Purpose of the special event/exhibition is: local & state artisans selling art
- (2) Description of organizing group: local non-profit promoting local artists
- (3) Date and time of special event/exhibition: June 14, 2025
- (4) There will be an estimated 50 persons, ___ animals, ___ floats, and ___ motor vehicles participating or engaging in the special event/exhibition.

- (5) Place, area, route or location, as applicable to the special event/exhibition: (Please attach a map or describe)

North Olympia Street - the block behind Hedder's
plus the remaining block.

- (6) What portion of the sidewalks and streets indicated will be occupied by the special event/exhibition: one whole city block & sidewalks

- (7) Please provide 3 references and dates of last 3 events/exhibitions:

1) <u>Linda Golovac</u>	<u>2020 - 2024</u>	<u>Tenino Arts Market</u>
2) <u>George Sharp</u>	"	"
3) <u>John & Jennie Bourdon</u>	"	"

- (8) Are any temporary structures going to be erected? Yes ☒ No ☐ If yes, you must attach plans indicating clearly the (a) type of construction, (b) seating arrangements, (c) aisle arrangements, (d) structural details and calculations of the seats and supports and (e) location of all exits.

10.x 10
artist.
canopies

* formerly the creative Market

(9) Is any open flame going to be used within the structure? Yes ___ No ☒ If yes, what precautions are to be taken to render it safe? _____

(10) What provisions have been made for sanitary facilities for persons using the premises?

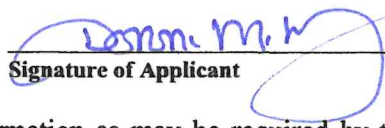
permission from Iron Works Boutique

(11) Will you deposit with the City Clerk at or before the time of the special event/exhibition a surety or cash bond for \$500.00 (Ordinance # ___) conditioned upon holding the City harmless from all liabilities or causes of action? Yes ___ No ___

(12) Will you furnish evidence to the City Clerk at or before the special event/exhibition that a public liability insurance policy in the amount of not less than \$50,000 for one person and \$300,000 for any one accident will be in effect during the time the structure is to be occupied as a place of assembly? Yes ☒ No ___

(13) The undersigned has authority to execute this application and the requesting organized group, unincorporated association of persons, partnership or corporation promises and agrees to abide by all the terms and conditions of the special event/exhibition permit issued, and to abide by all the rules and regulations of the City of Tenino.

(14) The undersigned agrees to abide by the laws of the State of Washington and the Laws and Ordinances of the City of Tenino, and further agrees to hold the City of Tenino, their elected officials and their employees or agents harmless and to indemnify them from any and all claims or causes of action arising by reason of the negligent acts or omissions by the individual stated herein or their agents with respect to their usage of city property and participation in this event. Said individual also assumes all legal responsibility for their own negligence or omissions in regard to other participants in this event.


Signature of Applicant

Together with any supplementary information as may be required by the City of Tenino, this form must be filed with the office of the City Clerk, (Mailing – P.O. Box 4019, Tenino, WA 98589) 149 S. Hodgden Street, Tenino, WA 98589 not less than 60 days prior to the special event/exhibition date to insure proper processing.

Please answer all questions. If they do not apply, put N/A. Thank You.

Department approvals:

Administration: 

Finance: _____

Police: 

PARC: 

Public Works: 

Clerk Treasurer: 



April 9, 2025

Dear Mayor David Watterson and Tenino City Council Members,

We are writing to request that the Special Events Application Fee be exempted as a requirement for the Tenino Arts (non-profit) and Tenino Stone Carver Guild application to hold the Tenino Arts Stone City Arts Festival on Saturday June 14 th, 2025, on Olympia Street near the Stone Carvers Shed.

Both of our organizations have been actively engaged in support of the goals of the City of Tenino Creative District efforts to build support for the Creative Economy of Tenino and brand Tenino as an Artisan Community.

Our past efforts with the Tenino Arts Spring, Holiday, Summer Markets and the Shed have proven to attract several thousand visitors to Tenino and benefit all the downtown businesses and thus generate revenue for the city. We are working with the Tenino Area Chamber of Commerce and the Thurston Economic Development Council STEDI program to promote the event.

We appreciate your support and participation in our efforts and look forward to seeing you at the festival.

Please let us know if we can answer any questions.

Sincerely,

Donna Taylor Mayo

Tenino Arts Board Member