

## APPLICATION FOR PUBLIC ASSEMBLY

### 1. EVENT INFORMATION

**Event Name:** Movies at Meyer

**Contact Information** (Applicant will serve as the sole contact for all correspondence from the City.)

#### Applicant

Name: Erica Bassett

Address: PO Box 299 Gulf Shores, Al 36547

Phone #: 251-968-1434

Cell #: 251-979-0096

Email : ebassett@gulfshoresal.gov

#### Event Organizer

Name: COGS/Special Events

Address:

Phone #: 251-968-1171

Cell #:

Email : events@gulfshoresal.gov

**Web Address:** <https://www.gulfshoresal.gov/1421/Movies-at-Meyer-Park>

#### Purpose

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Athletic/Recreation | <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Social              |
| <input type="checkbox"/> Outdoor Market      | <input type="checkbox"/> Fitness             | <input type="checkbox"/> Demonstration/Rally |
| <input type="checkbox"/> Parade              | <input type="checkbox"/> Festival/Fair       | <input checked="" type="checkbox"/> Other    |

#### Event Description

The City of Gulf Shores Special Events Division is presenting the 4th annual Movies at Meyer Park series. Locals and visitors are invited to bring their lawn chairs and blankets and join us at Meyer Park for a movie under the stars! Movies will begin at 6 p.m. each night.

**Tentative Movie Schedule:**

October 13th, 20th, 27th

November 3rd, 10th

December 15th

#### Location\*

Address: Meyer Park - 400 East 22nd Avenue.

\*An official letter from owner of property permitting activity MUST accompany application, if not owned by applicant

**Attendance**

Anticipated Attendance Total **80-125** Per Day

**Dates/Times\***

Setup Date/Time **Dates in description** Dismantle Date/Time

Event Start Date Event End Date

\*\*Event Hours **6:00PM-8:00PM**

**\*If requesting multiple days please detail each day and time of operation in the Site Plan.**

**\*\*Please indicate the intended daily event start and end time(s).**

Is this an annual event?  Yes  No How many years have you been holding this event? **3**

**Event Features (check all that apply and include supporting documentation)**

- Beverage/Food Vendors
- Merchandise Vendors
- Stages/Platforms
- Pyrotechnics
- Shuttle Service
- Entertainment
- Tents/Canopies
- Restrooms
- Use of Public Property
- Vehicles on Display
- Animals
- Electrical /Generator Usage
- Fencing/Barricades
- Outdoor Cooking
- Inflatables/Bounce Houses

**2. INSURANCE CERTIFICATE AND ENDORSEMENTS**

In addition to completing the application form, and paying the permit and rental fees, applicant is required to submit an original certificate of insurance showing Commercial General Liability coverage with a minimum of \$1,000,000 combined single limit per occurrence. If automobiles or inflatables will be utilized, the applicant shall obtain a minimum of \$1,000,000 combined single limit coverage per accident, including owned, hired and non-owned automobiles or inflatables. If any alcohol will be served, liquor liability coverage must be obtained and is subject to Alabama’s statutory limits. If the applicant has employees, workers’ compensation insurance must be obtained and is subject to Alabama’s statutory limits. The applicant also agrees to endorse the City of Gulf Shores (City of Gulf Shores, Alabama, Attn: Purchasing Officer, P.O. Box 299, Gulf Shores, AL 36547) as an additional insured on the general liability, auto, and liquor liability policy and to include a copy of each endorsement with the certificate of insurance. Proof of insurance, acceptable to the City, shall be furnished no later than five (5) days preceding the date of the assembly. Failure to provide proof of insurance will automatically revoke permit. Each certificate of insurance shall provide that the insurer must give the City of Gulf Shores at least thirty (30) days’ prior written notice of cancellation and termination of the applicant’s coverage there under.

**3. ACKNOWLEDGEMENT AND SIGNATURE**

I, the applicant understand that I am responsible to provide all information necessary to meet the conditions and requirements of the application process and that by providing such information it is no guarantee that my proposed event will be issued a permit by The City of Gulf Shores. I further agree to defend, indemnify and hold The City of Gulf Shores harmless from and against all third party claims, demands, liabilities, losses, damages, suits, judgments, costs, expenses (collectively, "Third Party Claims") and reasonable attorney's fees in any manner arising out of or resulting from bodily injury, sickness, disease or death of any person or persons, or damage to or destruction of tangible property, including the loss of use resulting therefrom, or caused by or occurring during the course of performance of any services provided and to meet all department deadlines including submitting proof of proper insurance, a detailed site map, payment of all departmental fees, and details for any contract services required to make the proposed event safe and successful. I verify that I have read and understand this application and the conditions under which my request will be considered. The risk of promoting an event before the permit is issued is the sole responsibility of the applicant.

**Erica Bassett**

Print Name of Applicant

Signature

Date

**PERMIT AUTHORIZATION - FOR OFFICIAL USE ONLY**

Fire Chief	Date	<b>Fire Department Estimated Cost</b>	\$
		<b>Police Department Estimated Cost</b>	\$
		<b>Public Works Estimate Cost</b>	\$
Chief of Police	Date	<b>Planning &amp; Zoning Estimate Cost</b>	\$
		<b>Building Department Cost</b>	\$
Public Works Director	Date	<b>Finance Department Cost</b>	\$
		<b>City Facility Rentals/Fees</b>	\$
Planning & Zoning Director	Date	<b>Total</b>	\$
Building Official	Date		
Finance & Admin Director	Date		
Recreation & Cultural Affairs Director	Date	City Administrator	Date

# Emily Tidwell

---

**From:** Emily Tidwell  
**Sent:** Tuesday, July 26, 2022 4:14 PM  
**To:** Daniel Netemeyer; Mark Sealy; Lee W. Jones; Brandan Franklin; Grant Brown; Mark Acreman; Noel Hand  
**Cc:** Andy Bauer; Wanda Parris; Mindy Singleton; Amy Denk; Shelby DeBlieux; Layla Andrews; Alicia Talley; Jason Woodruff; Joseph R. Taylor; Joshua Gullledge; George Surry; Brian Dugall; Brigette Reynolds; Lauren Traywick; Lindsey Hart  
**Subject:** Assembly Permit- Movies at Myer Park  
**Attachments:** SKM\_C250i22072615542.pdf

Tracking:	Recipient	Delivery	Read	Response
	Daniel Netemeyer	Delivered: 7/26/2022 4:14 PM	Read: 7/26/2022 4:33 PM	Approve: 7/27/2022 4:59 PM
	Mark Sealy	Delivered: 7/26/2022 4:14 PM	Read: 7/28/2022 8:32 AM	Approve: 7/28/2022 8:32 AM
	Lee W. Jones	Delivered: 7/26/2022 4:14 PM		Approve: 7/27/2022 4:56 PM
	Brandan Franklin	Delivered: 7/26/2022 4:14 PM		Approve: 7/27/2022 8:26 AM
	Grant Brown	Delivered: 7/26/2022 4:14 PM		Approve: 7/27/2022 5:09 PM
	Mark Acreman	Delivered: 7/26/2022 4:14 PM	Read: 7/27/2022 5:05 PM	Approve: 7/27/2022 5:05 PM
	Noel Hand	Delivered: 7/26/2022 4:14 PM	Read: 7/26/2022 4:19 PM	Approve: 7/26/2022 4:19 PM

CITY ADMINISTRATOR  7/20/22



SMALL TOWN, BIG BEACH™

# TEMPORARY SIGN PERMIT APPLICATION

## PLANNING AND ZONING DEPARTMENT

Temporary Sign Permits may be approved for events associated with temporary carnivals, festivals, fairs and sporting events, educational and cultural events, charitable, school, and church events, reunions, grand openings & closings, auction, Official City or State of Alabama notices, private sales, and any other similar events requiring or not requiring an assembly permit.

Prior to the installation of a Temporary Sign in the City of Gulf Shores, a permit must be issued. In order to ensure that the proposed sign installation complies with the sign regulations, the following information must be submitted in 8 1/2" X 11" format, scale copies of digital photos are acceptable.

### Temporary Sign Regulations:

1. Only one such sign shall be allowed per property, per street frontage;
2. Maximum size of a temporary sign is 32 square feet;
3. Such sign shall be located only on private property where the event is being held and not within a public right-of-way;
4. Temporary sign permits may be issued for a maximum of 14 days per calendar year. The 14 days may be broken into increments of no less than 2 consecutive days offering the ability to obtain numerous temporary sign permits per year.
5. Temporary signs which have been erected without a permit are subject to a double permit fee or may be summarily removed by the City.
6. Temporary signs which have expired shall be summarily removed by the City.

### Temporary Sign Fees:

Permit Fee.....\$25.00

The fee may be waived for non-profit groups.

*AN INCOMPLETE APPLICATION WILL BE RETURNED TO APPLICANT*

### APPLICANT & OWNER INFORMATION:

Applicant: Erica Bassett Property Owner: COGS

Sign Contractor: COGS

Applicant Mailing Address: PO Box 299 Gulf Shores, AL 36542

Phone #: ( 251 ) 979-0096 Fax #: (      )

Email: ebassett@gulfshoresal.gov

Sign Location (Business Name): Meyer Park

Physical Address: 400 East 22nd AVE Gulf Shores, AL 36542


**SIGN INFORMATION:**

Sign Area (sq. ft.): 24 Dimensions 4 x 6

Sign Height Various sizes. Same as previous years

Dates to be Used: Installation: 10/13/22, 10/20/22, 10/27/22,  
11/3/22, 11/10/22, 12/15/22 Removal: Friday AM after each event

By signing below, I hereby certify that I have read the above information and attest that the information provided herein and on the submitted plans and documentation is true and correct to the best of my knowledge and understand that any omissions or inaccurate information can cause this application to be rejected. I further understand that temporary sign shall be removed on the date specified above.

APPLICANT/OWNER SIGNATURE:  \_\_\_\_\_

(Print) Erica Bassett

Date: 2/4/22

.....

Fee Paid: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Approved By: \_\_\_\_\_

If the applicant has any questions or concerns regarding the Temporary Sign Permit review, please contact the following staff members. Please submit this application via email to [jclopton@gulfshoresal.gov](mailto:jclopton@gulfshoresal.gov).

STAFF MEMBER	TITLE	TELEPHONE	FAX	EMAIL
Mell Davis	Administrator	251.968.1164	251.968.1188	<a href="mailto:mdavis@gulfshoresal.gov">mdavis@gulfshoresal.gov</a>
Justin Clopton	Code Enforcement	251.968.1148	251.968.1188	<a href="mailto:jclopton@gulfshoresal.gov">jclopton@gulfshoresal.gov</a>