



APPLICATION FOR PUBLIC ASSEMBLY

1. EVENT INFORMATION

Event Name: 2023 NCAA National Collegiate Beach Volleyball Championship

Event Start Date: **5/2/2023**

Event End Date: **5/7/2023**

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

Applicant

Event Organizer

Name: **Michelle Russ**

Name: **Gulf Shores | Orange Beach Sports &**

Address: **P.O. Drawer 457, GS, AL 36542**

Address: **P.O. Drawer 457,GS, AL, 36542**

Phone #: **251-974-4631**

Phone #: **251-974-4631**

Cell #: **251-223-7198**

Cell #: **251-223-7198**

Email : **mruss@alabamabeaches.com**

Email : **mruss@alabamabeaches.com**

Web Address: **https://www.ncaa.com/sports/beach-volleyball**

Purpose

Athletic/Recreation

Concert/Performance

Social

Outdoor Market

Fitness

Demonstration/Rally

Parade

Festival/Fair

Other

Event Description

The country's 17 best teams will compete to be crowned the 2023 NCAA National Collegiate Beach Volleyball Champion.

Location*

Address: **Gulf Place, Gulf Shores, AL**

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

Attendance

Anticipated Attendance Total 6000 Per Day

Dates/Times*

Setup Date/Time 4/21/2023 Dismantle Date/Time 5/10/2023

Event Start Date 5/2/2023 Event End Date 5/7/2023

**Event Hours See attached

***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? 6

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

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Beverage/Food Vendors | <input type="checkbox"/> Entertainment | <input type="checkbox"/> Animals |
| <input checked="" type="checkbox"/> Merchandise Vendors | <input checked="" type="checkbox"/> Tents/Canopies | <input checked="" type="checkbox"/> Electrical /Generator Usage |
| <input checked="" type="checkbox"/> Stages/Platforms | <input checked="" type="checkbox"/> Restrooms | <input checked="" type="checkbox"/> Fencing/Barricades |
| <input type="checkbox"/> Pyrotechnics | <input checked="" type="checkbox"/> Use of Public Property | <input type="checkbox"/> Outdoor Cooking |
| <input type="checkbox"/> Shuttle Service | <input checked="" type="checkbox"/> Vehicles on Display | <input checked="" type="checkbox"/> Inflatables/Bounce Houses |

2. INSURANCE CERTIFICATE AND ENDORSEMENTS

In addition to completing the application form and paying permit and rental fees (when applicable), the 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.

Michelle Russ

Print Name of Applicant



Signature

2/20/2023

Date

PERMIT AUTHORIZATION - FOR OFFICIAL USE ONLY


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

Emily Tidwell

From: Emily Tidwell
Sent: Thursday, February 23, 2023 4:00 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; Bill Cowan; Joseph R. Taylor; Josh Coleman; George Surry; Melvin Shepard; Samantha Thomas; Brian Dugall; Brigitte Reynolds; Lauren Traywick; Lindsey Hart; Robert Rowland
Subject: FW: NCAA App for Public Assembly Permit 2023
Attachments: NCAA Beach Volleyball Application for Public Assembly 2023.pdf

Tracking:	Recipient	Delivery	Response
	Daniel Netemeyer	Delivered: 2/23/2023 4:00 PM	Approve: 2/23/2023 4:50 PM
	Melvin Shepard	Delivered: 2/23/2023 4:00 PM	Approve: 2/24/2023 3:41 PM
	Lee W. Jones	Delivered: 2/23/2023 4:00 PM	Approve: 2/24/2023 8:19 AM
	Brandan Franklin	Delivered: 2/23/2023 4:00 PM	Approve: 2/23/2023 4:46 PM
	Grant Brown	Delivered: 2/23/2023 4:00 PM	Approve: 2/28/2023 3:58 PM
	Mark Acreman	Delivered: 2/23/2023 4:00 PM	Approve: 2/23/2023 4:41 PM
	Noel Hand	Delivered: 2/23/2023 4:00 PM	Approve: 2/23/2023 4:02 PM

CITY ADMINISTRATOR

 3/1/23

