

Application for Public Assembly - Submission #15678

Date Submitted: 1/15/2026

**EVENT ORGANIZER INFORMATION**

The event organizer will be the main contact for all correspondence with the City.

First Name

Last Name

Address1

Address2

City

State

Zip

Phone Number

Email Address

**Event Owner Information**

The event owner will serve as the responsible party/rights holder.

First Name

Last Name

Address1

Address2

City

State

Zip

Phone Number

Event Website

Event Name

**Event Location/Address**

101 W 6th Ave

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

**Property Owner Letter**

Choose File | No file chosen

**Event Date(s)**

mm/dd/yyyy — mm/dd/yyyy

**Event Hours**

3/17/2026 09:30 AM —  
3/17/2026 04:30 PM

Feel free to add additional information regarding your event dates and hours.

**Dates for setup and dismantle.**

Please be very specific in the setup and dismantle dates and times for your event.

**Event Description**

Annual event that involves participants traveling by foot from Papa Rocco's to other businesses. Participants are accompanied by our bagpipers

Please provide a specific and detailed description of your event.

**Type of Event**

- Athletic/Recreation
- Outdoor Market
- Parade
- Concert/Performance
- Fitness
- Festival/Fair
- Social
- Demonstration/Rally
- Other

**Event Features**

Please select all of the event features that you will be providing for your event.

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

**Anticipated # of attendees per day**

500

**Is this an annual event?**

- Yes
- No

**Required documentation**

- Certificate of Insurance
  - Site Map
  - Medical Services Plan
  - Security Plan
  - Emergency Plan
  - Parking, Transportation, and Accessibility Plan
  - Entertainment list, schedule, and noise abatement measures.
  - Vendors, Food, Beverages, and Concessions list.
  - Garbage, Recycling, and Sanitation Plan including any required Health Permits.
  - County, State, or Federal permits that may be required to hold your event.
  - Letters of Support (Property owners, City, etc.)
  - Completed and approved sign permit.
- \* Additional documentation may be required at the discretion of City staff.

**Food Vendor Documentation Acknowledgement**

I acknowledge that all food vendors will be required to obtain/have the following prior to setup at the event:

- City of Gulf Shores Special Event License/General Business License
- Current year City of Gulf Shores Fire Marshal, Fire Code Inspection
- Current year Baldwin County Health Food Permit

\*The event organizer is responsible for ensuring that all food vendors are properly licensed and permitted.

- Yes, I acknowledge and will adhere to the requirements.
- I will not have food vendors as part of my event.

**Required Documentation Acknowledgement**

I acknowledge that I have reviewed the list of required documentation that must accompany my application.

**Insurance Certificate & 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. 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.

**Certificate of Insurance**

Contact Purchasing at 251-968-1443 or [sdeblieux@gulfshoresal.gov](mailto:sdeblieux@gulfshoresal.gov) regarding necessary insurance for your event.

**Upload Certificate of Insurance**

[inc.pdf](#)

**Site Map**

A site map with detailed site drawings and diagrams of the proposed event to include the entire event venue with the names of all streets or areas that are part of the venue and the surrounding area, including entrances and exits, emergency access, event staging, set up and break down plans.

**Upload Site Map**

[pc route 26.ods](#)

**Event Proceeds/Reporting**

The applicant shall have made provision in a manner approved by the City's revenue division, under its current regulations and procedures, for the payment of all necessary business licenses\* and remittance of all applicable sales taxes.

\*Additional permits may be required. Please contact the Revenue Coordinator at (251) 968-1120 to verify.

**Check the applicable documentation for your proposed event:**

- Charitable Organization (Copy of 501(c) Required)
- Tax Exempt (Exemption Certificate Required)

**Upload Copy of 501(c)**

Choose File No file chosen

**Upload Tax Exemption Certificate**

Choose File No file chosen

Are patron admission, entry or participant fees required?

- Yes
- No

Are vendor or other fees required?

- Yes
- No

If you answered yes to the above questions, please provide patron admission, entry or participant fees as well as any other vendor fees that are required.

Estimated gross receipts including ticket, entry, vendor, product and sponsorship sales from this event. Please explain how this amount was computed:

Estimated expenses for this event:

What is the projected distribution or net dollar amount the Host Organization will receive from this event?

**Medical Services Plan**

The applicant shall be responsible for making adequate plans for medical coverage of performers, employees, participants, customers and attendants. Please describe your medical plan including your communications plan, the number, certification levels (MD, RN, Paramedic, EMT) and types of resources that will be at your event and the manner in which they will be managed and deployed. Your plan should include hours of setup and dismantle of medical aid areas, details on first aid stations, personnel needs, medical materials and medical transport. When City paramedics are used for this purpose, the City shall be reimbursed by the applicant for all expense related to their presence. Please describe the medical service plan below.

Have you hired a medical services provider or do you plan to hire one?

- Yes
- No
- I need medical services from Gulf Shores Fire Rescue.

If you answered yes, please describe your medical services plan below.

**Gulf Shores Fire Rescue**

Please contact Gulf Shores Fire Rescue at (251) 968-7422 to develop a plan and verify reimbursement rates

**Emergency Plan**

All event organizers should consider the possibilities of natural disasters and unplanned emergencies. A basic emergency response plan should be adopted and communicated with event staff, police/security personnel, and on-site first aid providers. A plan should include the following minimum provisions where applicable:

- Name and phone number of the individual responsible for weather monitoring and making key decisions, such as canceling the event.
- Plans for communicating with event staff, volunteers, guests, media, vendors, on-site police and first aid providers
- Methods for safely managing site evacuation
- Steps for caring for injured participants and lost children
- Steps for securing potentially dangerous items on the event site (tents, signage, propane tanks, and items that high winds can propel)
- Methods for dealing with suspicious packages
- Training for use of fire extinguishers
- Access to a local hotline or portable weather station for weather updates
- Plans for a backup public address system for announcements (generator or megaphones)
- Crowd Control
- Internal security and venue safety
- Number and certification levels of security personnel

List the name and phone number of the individual responsible for weather monitoring and making key decisions such as canceling the event.

Please describe your emergency medical plan in the space below or submit separately.

**Upload Emergency Plan**

Choose File No file chosen

**Security Plan**

The applicant shall employ at the applicant's own expense security personnel as necessary and sufficient to provide for the adequate security and protection of the maximum number of attendants at the assembly and for the preservation of order and protection of property in and around the site of the assembly. When Gulf Shores police officers are used for this purpose, the City shall be reimbursed by the applicant for all expense related to their presence.

Have you hired a licensed professional security company to develop and manage your event's security plan?

- Yes
- No
- I need security services from Gulf Shores Police.

If you answered yes, please describe your security plan including crowd control, internal security and venue safety, number and certification levels of security personnel.

**Upload Security Plan**

Choose File No file chosen

**Gulf Shores Police**

No permit shall be issued unless the Gulf Shores Police Department is satisfied that the applicant will provide such necessary and sufficient security personnel for the duration of the assembly.

**Transportation & Accessibility**

The applicant shall provide sufficient parking to accommodate the number of persons attending the event. Applicant shall provide a sufficient number of parking attendants at all entrances, exits, and within the parking lots. Please describe your transportation and accessibility plan.

Will your event involve the use of a parking and/or shuttle plan?

Yes

No

Will your event require the use of public property or street closures?

Yes

No

Will your event involve the use of traffic safety equipment?

Yes

No

If you answered yes to any of the above questions, please explain here:

Use of public sidewalks

Have you developed a Disabled Parking and/or Transportation Plan (including the use of public transportation or shuttle services) for your event?\*

Yes

No

Please describe your Disabled Parking and/or Transportation Plan (including the use of public transportation or shuttle services) for your event. If not applicable, please indicate "n/a".

If you have hired a transportation company for your event, please provide their contact information below.

Will all food, beverage, and vending areas be ADA accessible?

Yes

No

If all areas of your event venue cannot be made accessible will maps or programs be made available to show the location of accessible restrooms, parking, drinking fountains, and first aid stations?

Yes

No

Please describe ADA accessibility for your event.

**Utilities**

A utility plan showing the locations of existing and proposed utilities (electric, water, etc.) shall be provided and included on the site map. The applicant is responsible for obtaining complete electrical and water needs information from vendors, musicians, tent lighting, entertainers, exhibitors, sponsors, etc.

The applicant shall provide a potable domestic water supply from a source approved by the City. Water shall not be dipped from a receptacle for drinking or cooking uses. All food concessions that prepare items other than packaged or bottled goods must be supplied with hot and cold running water, under pressure, and a means of disposing of wastewater. Water services in parks and public beach areas are for cleaning purposes only.

The installation and distribution of all electrical power used to support the event shall be completed by a licensed electrician. In some cases, electrical distribution plans and load calculations prepared by a licensed electrical contractor or electrical engineer may be required. Existing city-maintained lighting and outlet circuits may not be used for event power use unless prior approval is obtained in writing before the event date and time. The City may inspect power distribution safety at your event, which may require onsite modifications.

Will your event require potable water?

Yes

No

Will your event require electricity?

Yes

No

Will your event require generators?

Yes

No

Will your event require lighting after dark?

Yes

No

If you answered yes to any of the above questions, please explain below.

If you have hired an electrical contractor, please provide their name and contact information here:

**Garbage, Recycling, & Sanitation**

The applicant is responsible for managing garbage and trash removal from the event site. The applicant shall also demonstrate to the satisfaction of the City that an adequate garbage, recycling, and sanitation plan has been prepared.

All solid waste material shall be promptly removed from the site. After the event is concluded, the event area and parking area shall be returned to a litter-free condition.

Adequate toilet facilities for both sexes must be distributed throughout the event site and maintained in a sanitary condition at all times.

When applicable, the approval by the health department of the applicant's sanitary facilities plans shall be a prerequisite for issuing a permit.

\* Please contact the Public Works Department at 251-968-1460 for specific disposal and recycling policies.

Please describe your plan for cleanup and removal of garbage, recyclable goods, and sanitation during and after your event.

Indicate # of trash cans needed.

Indicate # of dumpsters needed.

Indicate # of recycling containers.

**Garbage, Recycling, & Sanitation Continued**

You may be required to provide portable restroom facilities with adequate hand sanitation at your event unless you can substantiate the sufficient availability of both ADA-accessible and non-accessible facilities in the immediate area of the event site, which will be available to the public during your event.

\*Acceptable hand sanitation units are portable sinks or waterless hand sanitizer dispensers at a 4:1 ratio (restrooms to hand sanitizers).

Are you providing portable restroom facilities at your event?

- Yes
- No

If you answered yes, please provide # of portable toilets and # of ADA accessible portable toilets.

**Garbage/Recycle Company**

If you hired a garbage/recycling company for your event, please provide their name and contact information below.

**Port-a-let Company**

If you have hired a port-a-let company for your event, please provide their name and contact information below.

**Temporary Structures & Fencing**

The applicant will need to describe the type of temporary structures proposed for the event, including but not limited to tents, stages, fences, the location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, booths, and other temporary structures.

Engineered structural drawings may be required at the discretion of the City.

\*Additional permits may be required. Please verify with the Building Official at (251) 968-1150.

Are temporary structures or fencing proposed at the event?

- Yes
- No

If you answered yes, please indicate the number of structures, type and sizes. Please also provide the date of installation and date of removal for temporary fencing:

**Temporary Structure Company**

If you hired a temporary structure company, please provide their name and contact information below.

**Fence Company**

If you hired a temporary fence company, please provide their name and contact information below.

Applicants are required to provide a list of all vendors (food and retail). Provide the list of vendors below:

Does your event include retail vendors?

- Yes
- No

Does your event include food/concession and/or preparation areas?

- Yes
- No

If you answered yes to the above question, specify the method:

- Gas
- Charcoal
- Electric
- Other

Does your event involve the consumption of alcoholic beverages?

All alcohol sales must be in accordance with Federal, State of Alabama and City of Gulf Shores regulations.

- Yes
- No

If you answered yes to the above question, please check all that apply.

- Free Alcohol
- Alcohol Sales
- Host and Sell Alcohol
- Beer
- Wine
- Distilled Spirits

Will your event include musical entertainment?

- Yes
- No

If yes, please explain. Include an attachment listing all bands/performers and performance time schedule.

Bagpipers that accompany participants

Entertainment List Upload

Choose File No file chosen

Will sound checks be conducted prior to the event?

- Yes
- No

Will sound amplification be used?

- Yes
- No

If you answered yes to the above two questions, please explain.

Please describe the sound equipment that will be used for your event:

Will inflatables, slides, bounce houses, hot air balloons or similar devices be used at your event?

- Yes
- No

Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?

- Yes
- No

Will this event be marketed, promoted, or advertised in any manner?

- Yes
- No

Will there be live media coverage during the event?

- Yes
- No

Will media vehicles be parked within the event venue?

- Yes
- No

Do you have a plan to control or limit the placement and/or distribution of promotional signage, stickers, and other items?

- Yes
- No

Will your event include the use of any signs\*, banners, decorations, or special lighting?

\*Additional permits may be required. Please contact Planning & Zoning at (251) 968-1164 to verify.

- Yes
- No

If you answered yes to any of the above questions, please explain:

mullet wrapper, facebook, website and sunny 105.7

Acknowledgement & 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.

- By checking this box, I acknowledge that I have read and understand the above information.
- No

First & Last Name

Jama Baker

Date

1/15/2026

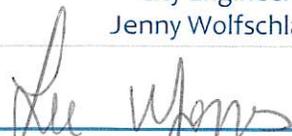
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## APPLICATION FOR PUBLIC ASSEMBLY

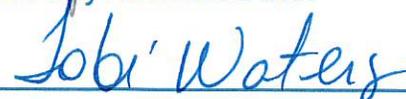
### Papa Rocco's St. Patrick's Day Pub Crawl

#### DEPARTMENT APPROVALS/DENIALS

City Staff	Signature	Date
Capital Projects Director Clint Colvin		1/20/26
Purchasing Officer Shelby DeBlieux		1/23/26
Rental Specialist Brian Dugall		1/20/26
Chief Building Official Brandan Franklin	Verbal Approval to Grant	1/28/26
Public Works Director Noel Hand		1/20/26
Recreation & Cultural Affairs Director Grant Brown		1/22/26
Revenue Supervisor Theresa Daugherty		1/21/26
Chief of Police Dan Netemeyer	Chris Miller Approved on Behalf of Dan	1/28/26
Fire Chief Mark Sealy	Tammy Approved on behalf of Chief Sealy	1/22/26
Planning & Comm Dev. Director Scott Stephens		1/21/26
Fire Marshal George Surry	Verbal - Yes - PD to monitor Lightening	1/28/26
City Engineer Jenny Wolfschlag		1/20/26

  
\_\_\_\_\_  
Assistant City Administrator

1/29/26  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
City Clerk

1-29-26  
\_\_\_\_\_  
Date



- 1 Begin pub crawl at Papa Rocco's
- 2 Travel north to Windmill Ridge Road
- 3 Travel west to Icehouse Tap Room.
- 4 From Icehouse Tap Room, travel east to Hwy 59
- 5 Utilize crosswalk at 59 to cross to Mudbugs
- 6 depart mudbugs and head south to E 2<sup>nd</sup> Ave.
- 7 Utilize crosswalk to cross E 2<sup>nd</sup> Ave.
- 8 Travel east to E 1<sup>st</sup> street to Mikee's
- 9 depart Mikee's and head south to E 1<sup>st</sup> Ave..
- 10 Cross E 1<sup>st</sup> Ave and head east to E 2<sup>nd</sup> St.
- 11 Head south to Gulf Island Grill
- 12 Depart Gulf Island Grill and head west to E 1<sup>st</sup> ST.
- 13 Cross 182 and head south to pink Pony Pub.
- 14 Depart Pink Pony Pub and head west to Hangout.
- 15 Depart Hangout and head west to Gulf Place
- 16 Travel north to w Beach Blvd
- 17 Travel west to West 1<sup>st</sup> ST
- 18 Cross W Beach Blvd and head north to Desotos
- 19 Depart Desoto's and head east on W 2<sup>nd</sup> Ave to The steamer
- 20 Depart the steamer and head east on w 2<sup>nd</sup> Ave to Hwy 59
- 21 Travel north on Hwy 59 back to Papa Rocco's

