



SMALL TOWN, BIG BEACH

APPLICATION FOR PUBLIC ASSEMBLY

1. EVENT INFORMATION

Event Name: National Night Out 2019

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

Applicant Name: Sgt. Josh Coleman, Event Organizer Name: SAME, Address: 220 Clubhouse Dr, Phone #: , Cell #: (), Email: jcoleman@gulfshoresal.gov, Web Address:

Purpose

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

Description

NNO is an annual community-building campaign that promotes police-community partnerships.

Location*

Address: 3800 Gulf Shores Pkwy

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

Attendance

Anticipated Attendance Total 800 Per Day 1

Dates/Times

Setup Date/Time 8 am Dismantle Date/Time 9 pm

Event Start Date 10/01/2019 Event End Date 10/01/2019 Event Hours 3

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

Is this an annual event? Yes No How many years have you been holding this event? 7

2. EVENT ORGANIZATION INFORMATION/ 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 Division at (251) 968-1120 to verify.**

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

Are patron admission, entry or participant fees required? Yes No

If yes please provide amounts: _____

Are vendor or other fees required? Yes No

If yes please provide amounts: _____

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

Estimated expenses for this event: \$3500

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

3. SITE PLAN

Each application shall be accompanied by detailed site drawings, diagrams and documentation of the proposed event including but not limited to the following:

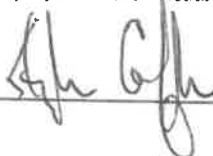
- Site Plan Map of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area, including entrances and exits, emergency access, event staging, set up and break down plans.
- Site usage including requested dates and times of operations.
- Medical Services and Security Plan. The location of security and first aid facilities.

Emily Tidwell

From: Emily Tidwell
Sent: Tuesday, September 10, 2019 2:20 PM
To: Edward J. Delmore; Hartly Brokenshaw; Lee W. Jones; Brandan Franklin; Mark Acreman; Grant Brown
Cc: Andy Bauer; Matt Young; Wanda Parris; Noel Hand; Mindy Singleton; Temple Smith; Layla Andrews; Alicia Talley; Jason Woodruff; Bo Smith; Josh Coleman
Subject: National Night Out 2019 Assembly Permit
Attachments: SKM_C25819091014150.pdf

Tracking:	Recipient	Delivery	Read	Response
	Edward J. Delmore	Delivered: 9/10/2019 2:20 PM		Approve: 9/12/2019 11:28 AM
	Hartly Brokenshaw	Delivered: 9/10/2019 2:20 PM	Read: 9/10/2019 4:30 PM	Approve: 9/10/2019 4:32 PM
	Lee W. Jones	Delivered: 9/10/2019 2:20 PM	Read: 9/10/2019 4:52 PM	Approve: 9/10/2019 4:53 PM
	Brandan Franklin	Delivered: 9/10/2019 2:20 PM		Approve: 9/11/2019 1:28 PM
	Mark Acreman	Delivered: 9/10/2019 2:20 PM	Read: 9/12/2019 10:24 AM	Approve: 9/12/2019 10:24 AM
	Grant Brown	Delivered: 9/10/2019 2:20 PM		Approve: 9/10/2019 3:00 PM
	Andy Bauer	Delivered: 9/10/2019 2:20 PM	Read: 9/11/2019 8:32 AM	Approve: 9/11/2019 8:33 AM
	Matt Young	Delivered: 9/10/2019 2:20 PM	Read: 9/10/2019 2:20 PM	
	Wanda Parris	Delivered: 9/10/2019 2:20 PM		
	Noel Hand	Delivered: 9/10/2019 2:20 PM	Read: 9/10/2019 2:29 PM	
	Mindy Singleton	Delivered: 9/10/2019 2:20 PM		
	Temple Smith	Delivered: 9/10/2019 2:20 PM		
	Layla Andrews	Delivered: 9/10/2019 2:20 PM	Read: 9/10/2019 2:23 PM	
	Alicia Talley	Delivered: 9/10/2019 2:20 PM	Read: 9/10/2019 2:55 PM	
	Jason Woodruff	Delivered: 9/10/2019 2:20 PM		
	Bo Smith	Delivered: 9/10/2019 2:20 PM	Read: 9/10/2019 5:43 PM	
	Josh Coleman	Delivered: 9/10/2019 2:20 PM	Read: 9/10/2019 3:01 PM	

CITY ADMINISTRATOR

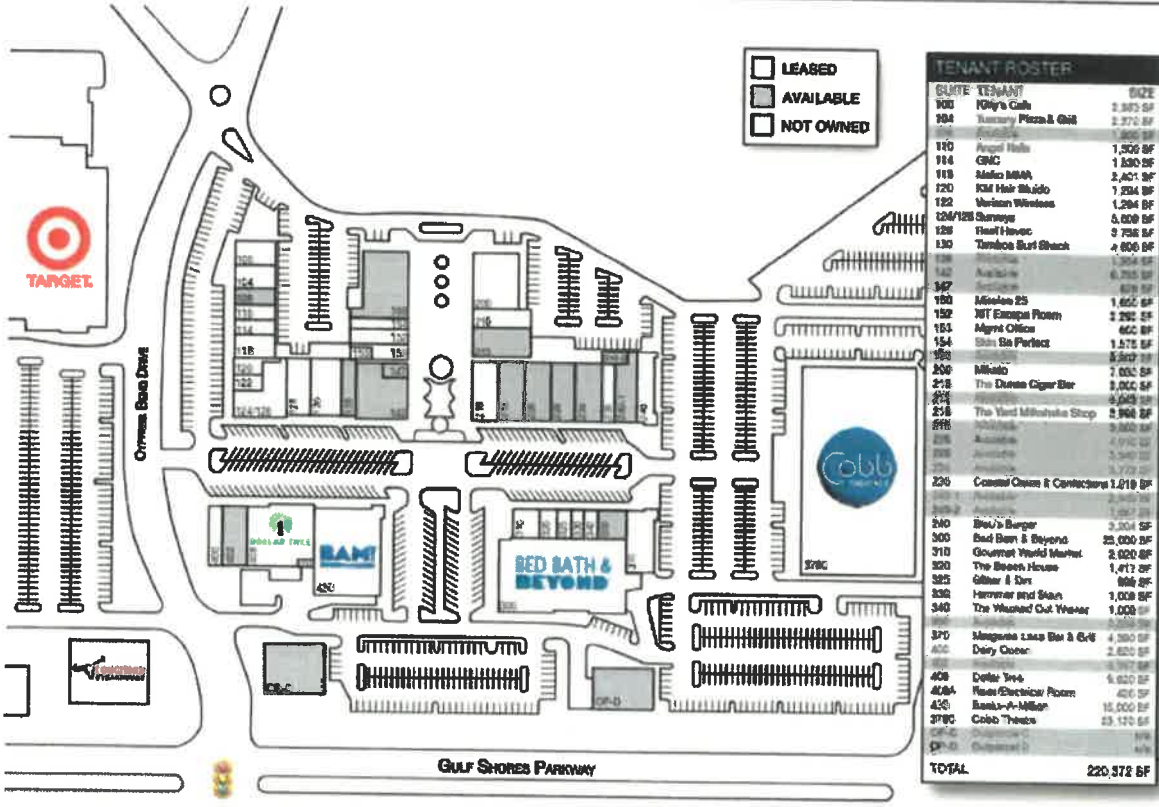
 9/12/19



RCG VENTURES

Pelican Place

3800 Gulf Shores Parkway, Gulf Shores, AL 36542





RCG VENTURES

September 10, 2019

City of Gulf Shores
Attn: Purchasing
Post Office Box 299
Gulf Shores, Alabama 36547

RE: NNO Event Approval – Pelican Place at Craft Farms – Gulf Shores, AL

To whom it may concern,

This letter serves as approval for The City of Gulf Shores to hold the National Night Out Event on October 1st, 2019 from 5 p.m. to 8 p.m. on RCG – Gulf Shores, LLC property known as Pelican Place at Craft Farms.

We ask that your team be mindful of trash left behind after the event. If possible, we'd appreciate your help in coordinating a cleanup team to assist our vendors after the event.

Should you have any questions, please contact me by phone at (404) 816-5454 or by email at kaitlinw@rcgventures.com.

Sincerely,
RCG Ventures I, LLC
for RCG-Gulf Shores, LLC

A handwritten signature in black ink, appearing to read 'Kaitlin Wagner'.

Kaitlin Wagner
Property Manager