



APPLICATION FOR PUBLIC ASSEMBLY

1. EVENT INFORMATION

Event Name: USTA Alabama State Tennis Tournaments

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

Applicant

Event Organizer

Name: Jana Porter

Name: USTA Alabama

Address: 3640 Ashton Court

Address:

Phone #: 601-8429116

Phone #:

Cell #: same

Cell #:

Email : jana.tennis@yahoo.com

Email :

Web Address: alabamachampionships.com

Purpose

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

Event Description

USTA Alabama is hosting 4 state tennis tournaments in 2022. We are requesting permission (2) food trucks on site at George C. Meyer tennis center.

Location*

Address: 2049 West 2nd street @ George C. Meyer tennis center

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

Attendance

Anticipated Attendance Total **500+** Per Day

Dates/Times*

Setup Date/Time Dismantle Date/Time

Event Start Date Event End Date

Event Hours **See site plan.

***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? **10-15 years**

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 type="checkbox"/> Merchandise Vendors | <input type="checkbox"/> Tents/Canopies | <input type="checkbox"/> Electrical /Generator Usage |
| <input type="checkbox"/> Stages/Platforms | <input type="checkbox"/> Restrooms | <input 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 type="checkbox"/> Vehicles on Display | <input 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.

Jana Porter

2/28/2022

Print Name of Applicant

Signature

Date

PERMIT AUTHORIZATION - FOR OFFICIAL USE ONLY

Fire Chief	Date
Chief of Police	Date
Public Works Director	Date
Planning & Zoning Director	Date
Building Official	Date
Finance & Admin Director	Date
Recreation & Cultural Affairs Director	Date

Fire Department Estimated Cost	\$
Police Department Estimated Cost	\$
Public Works Estimated Cost	\$
Planning & Zoning Estimated Cost	\$
Building Department Estimated Cost	\$
Finance Department Estimated Cost	\$
City Facility Rentals/Fees	\$
Total	\$


City Administrator

Date

Emily Tidwell

From: Emily Tidwell
Sent: Thursday, March 3, 2022 4:00 PM
To: Edward J. Delmore; Mark Sealy; Lee W. Jones; Brandan Franklin; Grant Brown; Mark Acreman; Noel Hand
Cc: Andy Bauer; Matt Young; Wanda Parris; Mindy Singleton; Layla Andrews; Alicia Talley; Jason Woodruff; Josh Coleman; Melvin Shepard; George Surry; Bill Cowan; Brian Dugall; Brigitte Reynolds; Lauren Traywick; Lindsey Hart; Shelby DeBlieux
Subject: USTA Alabama Assembly Permit
Attachments: SKM_C250i22030314420.pdf

Tracking:	Recipient	Delivery	Read	Response
	Edward J. Delmore	Delivered: 3/3/2022 4:01 PM	Read: 3/4/2022 6:30 AM	Approve: 3/4/2022 8:48 AM
	Mark Sealy	Delivered: 3/3/2022 4:01 PM	Read: 3/3/2022 4:24 PM	Approve: 3/7/2022 10:30 AM
	Lee W. Jones	Delivered: 3/3/2022 4:01 PM		Approve: 3/10/2022 3:48 PM
	Brandan Franklin	Delivered: 3/3/2022 4:01 PM		Approve: 3/4/2022 7:27 AM
	Grant Brown	Delivered: 3/3/2022 4:01 PM	Read: 3/4/2022 6:37 AM	Approve: 3/7/2022 9:20 AM
	Mark Acreman	Delivered: 3/3/2022 4:01 PM		Approve: 3/4/2022 12:02 PM
	Noel Hand	Delivered: 3/3/2022 4:01 PM	Read: 3/10/2022 2:23 PM	Approve: 3/10/2022 2:24 PM

CITY ADMINISTRATOR  3/11/22





Tennis Tournament Dates/ Site Plan

Mixed 55/ Combo 65 Invitational April 21-24th 2022

Tri- Level Invitational 18/40/55 Sept 22-25th 2022

Combo Doubles 40/55 Oct 20-23rd 2022

Combo Doubles 18+ Nov 3-6th 2022

Dates/Times

Thursday 3pm-6pm

Friday 7:30am -6pm

Saturday 7:30am-6pm

Sunday 7:30am-3pm

(Requesting food trucks Saturdays 10am-2pm for each tournament)

Tournament Contact: Jana Porter (601) 842-9116 jana.tennis@yahoo.com