

Permit No:



HISTORIC
FRANKLIN
TENNESSEE

CITY OF FRANKLIN EVENT PERMIT APPLICATION

*Application is Due 90 Days Prior to Scheduled Event.
Please read application carefully and fully complete each section.
A non-refundable application fee of \$100 is due at time of filing.*

Note: Filing this application does not guarantee that your request will be granted.

Please check all that apply: street closure parade
 other special event beer served (*separate permit required*)

Please supply the following information. For additional space, use separate sheets of paper and attach to the application.

1) **Location requested (if Temporary Street Closure only, list major roads to be closed):**

___ Aspen Grove Park ___ Liberty Park ___ Eastern Flank Battlefield Park
___ Fieldstone Farms ___ Pinkerton Park
___ Jim Warren Park Harlinsdale Farm Other: Bicentennial (parking)

2) **Name/purpose of event:** Pilgrimage Music and Cultural Festival

3) **Date or dates of event:** September 21, 22, 23 of 2018

4) **Time of Event:** 10:00 am - 8:30 pm each day

5) **Time of Street Closure (if applicable):** 6:00 am - 9:30 pm each day (except Friday)

Set-Up Date/Time: _____ **Tear-down Date/Time:** _____

*Note: Two (2) hours will be added before set-up time and two hours (2) will be added after tear-down to allow time for clean-up. Event is responsible for payment of Franklin Police Officers during this time. Read Additional Requirements section for more information.

6) **Name of Applicant and Organization Requesting Permit:**

Pilgrimage Presents, LLC

a) **Address:** 230 Franklin Road

b) **Phone:** 615-721-8111 c) **Cell:** 214-952-9663 d) **Fax:** _____

e) **E-mail address:** Brandt@PilgrimageFestival.com

7) **Person in charge on day of event:** Brandt Wood

Cell: 214 952 9663 **E-mail address:** Brandt@PilgrimageFestival.com



8) Name and Cell Number of at least two others available on day of event:



9) DETAILED description of event (use additional sheets):

Pilgrimage is a 3-day music and cultural festival featuring local and national artists plus an array of food, beverage and artisan vendors.

10) **ENCLOSE A DETAILED MAP** of event site, detailing any temporary or permanent structures, street closures, parking, etc. If applicable, list the location, blocks, streets, and/or intersections in which such event will occur. **For large-scale events, map should be obtained from the City's GIS division.**

11) An estimated number of participants and an estimated number of attendees expected to attend during the course of the event:

Pilgrimage staff, vendors = 1,000 Paid attendees = 27,500

12) Please **attach a list** containing the names, addresses, and phone numbers of the Chairperson of the organization and all other persons involved in the management or control of organization and/or committee.

13) Is your organization based in Williamson County? Circle Yes or No
(if no, please state where: _____)

14) Is your organization authorized to do business in Tennessee? Circle Yes or No

15) Is your organization a tax-exempt organization as described by the Internal Revenue Code Section 501(c)(3) or a not-for-profit organization? Circle Yes or No. If yes, please attach copy of IRS tax exemption letter providing proof of status. *we have the Pilgrimage Foundation as our non-profit arm*

16) Will you charge an admission/participation fee (including vendors)? If yes, please specify how much per person/vendor. *\$150 - \$1,500 depending on pass type*

17) Will any charity, gratuity, or offers be solicited or accepted during the event? Circle Yes or No

18) Is this event a fundraiser? Circle Yes or No. If yes, what organization will be benefactor of event? What percentage of funds will they receive? *Yes, The Pilgrimage Foundation will collect & distribute funds for; Friends of Franklin Forks and Music Cares*

19) Will parking in the area of the event need to be restricted or prohibited? Circle Yes or No.



20) Will any sound amplification equipment be used during the event? Circle Yes or No. If no, please skip to Question #22. Yes

21) For what purpose will sound amplification be used (i.e. announcements, entertainment, etc.)?

live music, announcements

22) What type of sound amplification will be provided (DJ, Band, etc.)? Please list all that apply.

band

23) During what time period is sound amplification requested? 10 AM - 8:30 PM

24) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.). approx 50 bands, same setup as 2017

25) Will any stages, amusement attractions, or amusement rides, including inflatables, be erected for the event? Circle Yes or No. Yes If yes, Applicant must give specific details as to the location and type of games/activities, i.e. inflatables, Horseshoes, relay races, etc. along with the name of the company providing the stages and/or activities. **Applicant must also include a copy of that company's insurance certificate indicating coverage and listing the City of Franklin as additional insured.** ***For stages, tents, inflatables, etc. constructed on site prior to the event, that date must be included on Certificate of Insurance provided to the City of Franklin. Stages MUST be removed from site at end of event. ***Rented inflatables/interactives that are set-up and manned by applicant must be included specifically in applicant's Certificate of Insurance.

26) What, if any, vendors will be present at event? (i.e medical related, shirts, arts, etc.) **Please provide detailed list.** Use additional sheets. attached

27) Will food, beverages, or merchandise be sold or given away? Circle Yes or No. If yes, clean-up is required. Please provide name of clean-up provider, contact, and phone number of person on-site during event. See Question #28. Zero Hero ; Bryan Burch

28) Events under 200 participants require a \$250 refundable security deposit at the time of approval. For events over 200, a \$1000 security deposit is required upon approval. If clean-up is not done properly, the organization requesting the permit will be fined (See Attachment A). Applicant's event coordinator or representative and a City of Franklin representative will conduct a Pre-Event meeting prior to event date for Pre-Event Check List Site Review. *At the end of the event, a Post-Event Check List shall be completed by the Applicant's event coordinator, or representative, and a City of Franklin representative to re-assess the site for trash and damage, and to secure with caution tape and signage (provided by event group) any tents left for removal.* Damage deposit will be refunded after a satisfactory Post Event Check List has been completed and signed off on by both the City of Franklin and organization requesting event.



- 29) *NOTE: Events that include deep frying cooking oil operations are required to have a grease pit on-site and contract with a grease waste hauler to handle the grease waste and removal of the grease pit. A copy of this agreement shall be filed along with this application. The primary event sponsor is required to remove all cooking grease from the site immediately after the event. Illegal dumping of cooking grease will be prosecuted. *Please read Additional Requirements section of this application for more information. okay*
- 30) Will you require a temporary water tap? Circle Yes or No. If yes, please list exact locations:
same as previous years
-
- 31) Will alcohol, beer, and/or wine be given away or sold? Circle Yes or No. If yes, a permit from the relevant board is required. *Please read Additional Requirements section of this application for more information. okay*
- 32) Will your event include tents or other temporary structures, propane use, or open flames? Circle yes or no. Events using tents of size 20 x 10 or larger require permitting from Franklin Fire Department. Safety measures must be provided on all tents, especially those set-up prior to the actual event. Tents should be taken down the date the event has ended. *Please read Additional Requirements section of this application for more information. okay*
- 33) Attach Good Neighbor Letter and Mailing List used. *Please read Additional Requirements section of this application for more information. attached*

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

"No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

The City of Franklin does not discriminate based on race, color or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Acts of 1964 (42 U.S.C. 2000d). For more information or to file a complaint against the City of Franklin under Title VI of the 1964 Civil Rights Act, contact the Title VI Coordinator:

Risk Manager
City of Franklin
109 Third Avenue South
Franklin, Tennessee 37064
615.791.3277

The City of Franklin is committed to providing reasonable access and accommodations upon request for people with disabilities. Please call the Risk Management Department at (615)791-3277 for specific requests.



HISTORIC
FRANKLIN
TENNESSEE

PLEASE READ ATTACHMENTS BEFORE SIGNING APPLICATION.

- 1) I/We agree to abide by all ordinances and regulations of the City of Franklin and all conditions placed upon the event by the City Administrator and the Board of Mayor and Aldermen.
- 2) I/We do swear or affirm that all of the information given in this application is true and complete.
- 3) I/We do hereby agree to assume the defense of and indemnify and save harmless the City, its aldermen, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of such event and the activities permitted in connection there with, and to submit a certificate of insurance prior to the event in an amount acceptable to the City Administrator.
- 4) I/We agree to provide a copy of this signed Event Application to any vendors, planners, and related parties associated with the event to ensure they are familiar with the guidelines set forth herein.
- 5) I/We understand that I/we assume the responsibility of the actions of any vendors, planners, and related parties for this event.
- 6) I/We understand that granting of Special Event Permit does not imply granting of other permit that is separately required.
- 7) The application for an event permit shall be filed not less than 90 days nor more than 364 days prior to the scheduled date of such event. Suggested filing is at least 180 days prior to scheduled event. Events should not be advertised or promoted until an event permit has been obtained from the City. Failure to file in a timely manner may result in denial of a permit.
- 8) The City reserves the right to require one or more City of Franklin police officers or other emergency personnel be present at any and all events that occur within the city limits. Please budget for this request at a rate of \$30 per hour at a minimum of two (2) hours.

BY: *mm* - manager in charge Date: 9/28/17
 (Signature and title – must be officer of organization)

Approved by the Board of Mayor and Aldermen on _____, 20____.

 Dr. Ken Moore, Mayor

 Eric S. Stuckey, City Administrator

If you have questions concerning your request, please call 615-550-6606.

 *
 * **Return application to:** *
 * City Administrator's Office *
 * City Hall *
 * 109 Third Ave South *
 * Franklin, TN 37065 *
 * 615-791-3217 *
 * 615-790-0469 (FAX) *
 * *



September 8, 2017

Dear Neighbor,

As you are no doubt aware, we are on final approach for year three of the Pilgrimage Music & Cultural Festival. After a successful two years, we couldn't be more excited to continue this celebration of the rich music and cultural heritage of Franklin and Williamson County. This year's festival will be held on September 23rd and 24th at the Park at Harlinsdale Farm. We sincerely hope to see you and your family there!

A daytime festival, Pilgrimage will run from 10:00 a.m. until 8:30 p.m. and expects to draw over 25,000 guests each day. As with previous years, we have worked closely with the City in providing a traffic plan that considers the safe and efficient flow of regular Franklin traffic as well as festival attendee traffic. We will be utilizing the same plan we used last year: only southbound traffic flow will be permitted from Harpeth Industrial Court to First Avenue, while the northbound lane will be reserved for pedestrians, bicycles, and festival shuttle service. Two-way traffic flow will remain from Harpeth Industrial Court to Mack Hatcher. Franklin Police Officers will direct traffic along Franklin Road and will assist those residents who need to exit or enter their driveways or streets. Please visit www.franklinton.gov/pilgrimagefestival to see the complete plan as well as a map (please see reverse side). Traffic updates will be provided throughout the weekend on the City of Franklin's Facebook (www.facebook.com/cityoffranklin) and Twitter (@cityoffranklin) feeds.

On our website, www.pilgrimagefestival.com, you will find other event details, such as band line-ups, family activities, participating vendors and ticket information. The site also contains information about our ongoing support of Franklin's parks and the artist community through the Pilgrimage Foundation.

Should you have additional questions, contact Lauren Anderson at the Pilgrimage office at Lauren@PilgrimageFestival.com or email the City of Franklin at SpecialEvents@FranklinTN.gov.

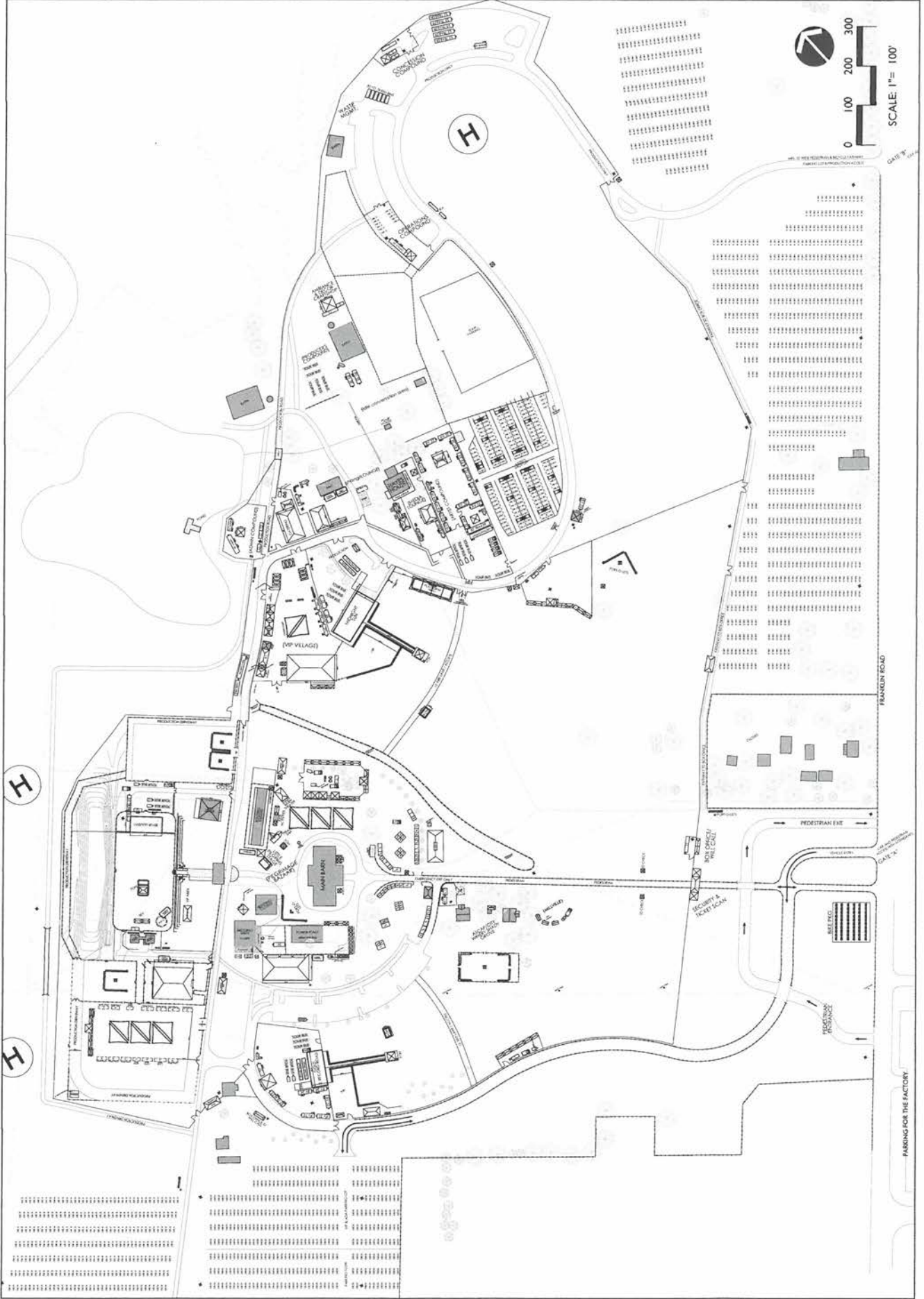
Thank you for supporting Pilgrimage as we endeavor to deliver a world-class boutique music festival to Franklin.

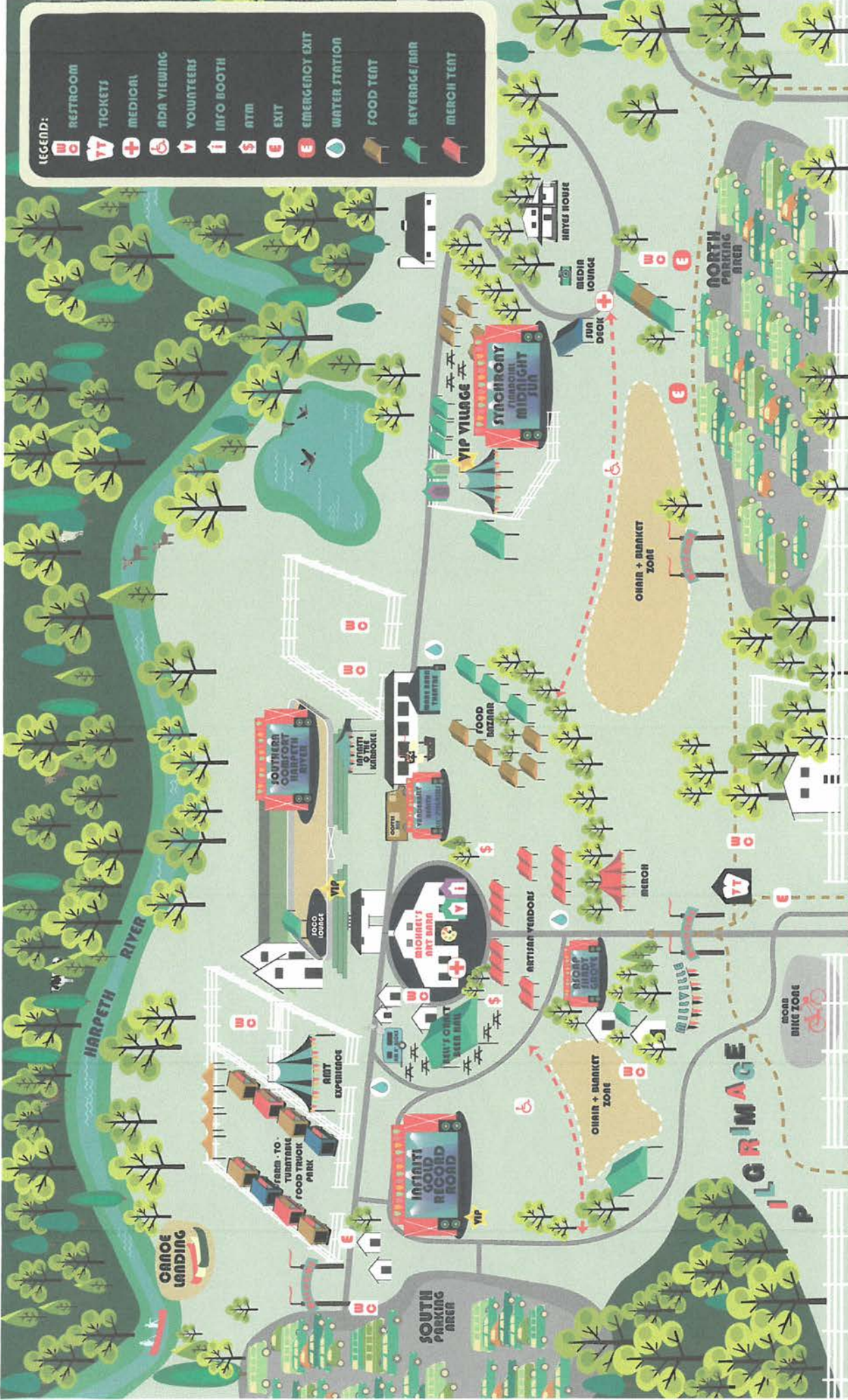
Sincerely,

Kevin Griffin
Michael Whelan
W. Brandt Wood

Pilgrimage Producers

OVERALL SITE MAP





LEGEND:

- RESTROOM
- TICKETS
- MEDICAL
- ADA VIEWING
- YOUTH
- INFO BOOTH
- ATM
- EXIT
- EMERGENCY EXIT
- WATER STATION
- FOOD TENT
- BEVERAGE/BAR
- MERCH TENT

PEDESTRIAN LANE TO FRANKLIN
 SOUTH GATE
 FRANKLIN ROAD
 NORTH GATE

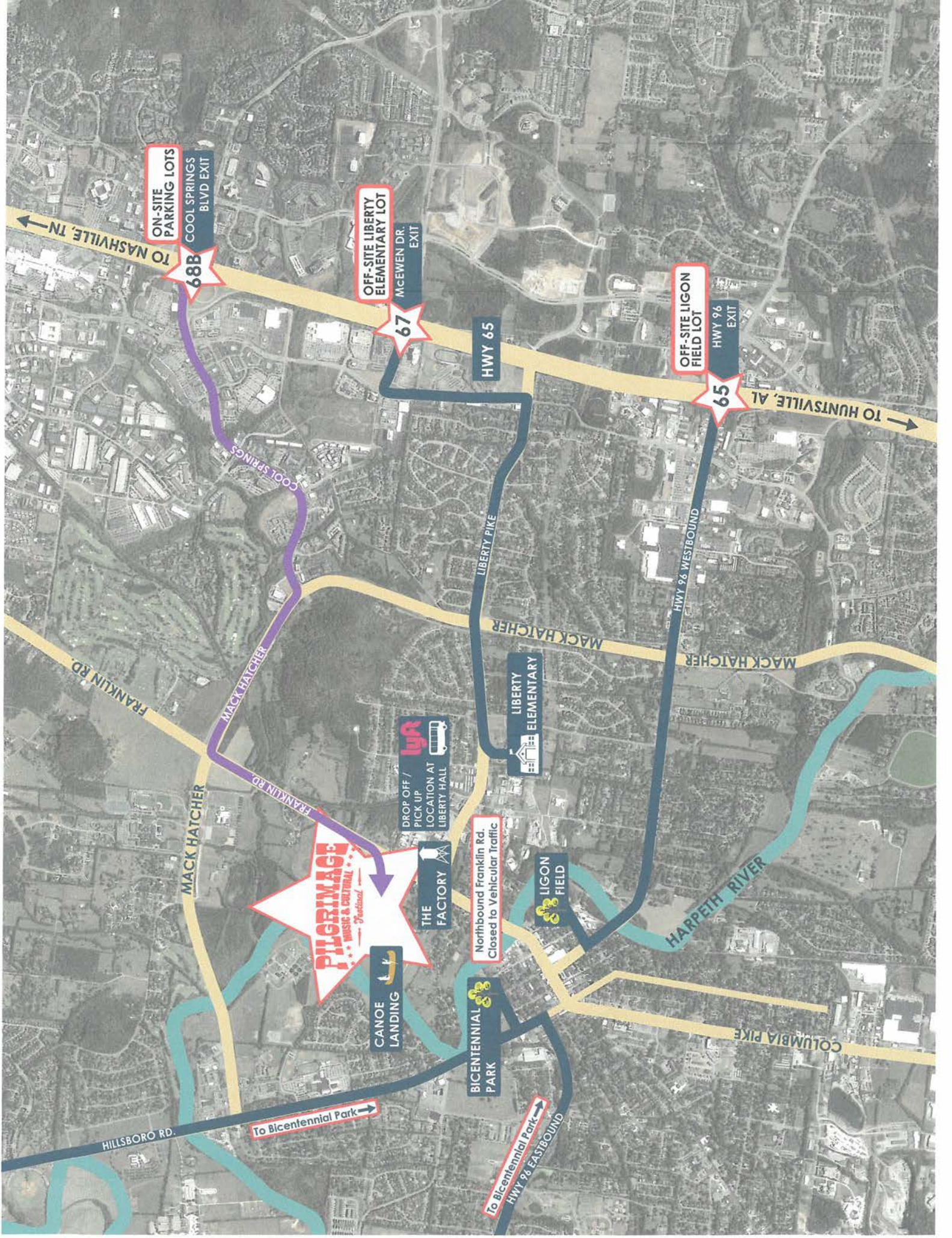
LIBERTY PIKE

lyft
 RENT AND SHUTTLE BUS
 PICKUP & DROP-OFF
 AT UBERTY HILL

THE FACTORY

HARPETH INDUSTRIAL

PILGRIMAGE
 MUSIC & CULTURAL FESTIVAL 2017
 FRANKLIN, TENNESSEE



ON-SITE PARKING LOTS
COOL SPRINGS BLVD EXIT
68B

OFF-SITE LIBERTY ELEMENTARY LOT
MCEWEN DR. EXIT
67

OFF-SITE LIGON FIELD LOT
HWY 96 EXIT
65

PILGRIMAGE
MUSIC & CULTURAL
Festival

DROP OFF / PICK UP LOCATION AT LIBERTY HALL

THE FACTORY

Northbound Franklin Rd. Closed to Vehicular Traffic

LIGON FIELD

BICENTENNIAL PARK

To Bicentennial Park
HILLSBORO RD.

To Bicentennial Park
HWY 96 EASTBOUND

TO NASHVILLE, TN

TO HUNTSVILLE, AL

MACK HATCHER

FRANKLIN RD.

LIBERTY PIKE

MACK HATCHER

HARPETH RIVER

COLUMBIA PIKE

COOL SPRINGS

MACK HATCHER

HWY 65

HWY 96 WESTBOUND



PILGRIMAGE

MUSIC & CULTURAL Festival

PARKING & TRAFFIC MAP

TRAFFIC LEGEND	
GA ON-SITE PARKING	
VIP/ ADA	
OFF-SITE PARKING	
PEDESTRIAN/ BIKE	
SHUTTLE BUS DROP-OFF	
BIKE PARKING	
CANOE LANDING	

WALKING AND BIKING TO THE FESTIVAL ARE STRONGLY ENCOURAGED!

PARTICIPATING ARTISAN VENDORS

- Aprilis Pearls
- Atkinson Drive
- Baumgartner Sound and Design
- Be Hippy
- Bela Begonias
- Bias & Bourbon/Biased Baby
- CEMENT 6
- Clever Clogs Art
- Complimentees
- Culture Cross
- Ellajude
- Exvoto Vintage Jewelry
- Franklin Flannels
- Hands on Fire
- Hang Over Guitar Straps
- Hippies & Gypsies
- Horizon Henna
- Humble Bumble Beads
- Jamie Boyd Art
- Jennifer Andrea Designs
- KCdesignZ
- Larissa Loden
- Lauren Antoinette Designs
- Manta Enterprises
- Master Artisan Guitar Picks
- m.florita
- Modern Bronze
- Moonshine UKULELES
- One Man One Garage
- Original Fuzz
- Paint The World Tie Dyes
- Peter Nappi
- Pop Art Done Good
- Portmanteau Jewelry Collection + Seraphine Designs
- Project 615
- Roy Laws Art
- SEEKER
- Soco swings / EZ hang Chairs
- Southern Strings TN
- Status Serigraph
- Stoned Beautiful Jewelry
- The Permanent Collection
- Letterpress + Design Studio
- The Tarpestry Co.
- Tony's Caricatures
- Vintage Traditions
- Walnut Hill Woodworks
- Wanted1 art & design
- Y. Miller Art
- YIP and More

PARTICIPATING FOOD VENDORS

FESTIVAL BEVERAGES

- Bai Beverages
- Bell's Brewery
- George Dickel
- Good People Brewery
- Hendrick's Gin
- High Brew Coffee
- Jackalope Brewery
- Milagro
- Southern Comfort
- Sugarlands Shine
- Tito's Handmade Vodka
- Vino
- Wiseacre Brewery
- Coca-Cola Products
- American Music Water

FOOD & FOOD TRUCKS

- 313 Coney
- Amish Baking Co
- Bánh Mì & a Roll Factory
- Bao Down
- Bluegrass Kettle Masters of Nashville LLC
- Bob's Fish Fry
- Burger Joint
- Burger Up Cool Springs
- Califarmia
- Chuy's Opco
- Corndog Inc
- Daddy's Dogs
- DegThai
- Homeslice Pizza
- Franklin Juice Co.
- Funk Seoul Brother
- Hebrós Kitchen
- Hibachi 4 Hire
- Honest Coffee Roasters
- Hoss' Loaded Burgers
- Island Noodles
- Jim 'N Nick's Community Bar-B-Q
- 313 Coney
- Amish Baking Co
- Bánh Mì & a Roll Factory
- Bao Down
- Bluegrass Kettle Masters of Nashville LLC
- Bob's Fish Fry
- Burger Joint
- Burger Up Cool Springs
- Califarmia
- Chuy's Opco
- Corndog Inc
- Daddy's Dogs
- DegThai
- Homeslice Pizza
- Franklin Juice Co.
- Funk Seoul Brother
- Hebrós Kitchen
- Hibachi 4 Hire
- Honest Coffee Roasters
- Hoss' Loaded Burgers
- Island Noodles
- Jim 'N Nick's Community Bar-B-Q
- Juice Bar
- Local Roots
- Music City Ice Cream
- New Hickory Street Provisions
- Oliver's Icebox
- Ozark Mountain Biscuit Co
- Padrinos Pops
- Peles fire pizza
- Phat Daddy's
- Puckett's Grocery and Restaurant
- Retro Sno
- Romega Taqueria
- Savory and Sweet
- Semilla
- Tchoupitoulas Street Snoballs
- The Grilled Cheeserie
- The Urban Juicer
- Two Guys Fish n' Fries
- Voodoo Chicken & Waffles Shack
- Wing Station

VIP CULINARY EXPERIENCE

- Arnold's Country Kitchen
- Bethlehem United Methodist Church Bake Sale
- Black Rabbit
- Cochon Butcher
- Eio and The Hive
- GReKo Greek Street Food
- Hattie B's Hot Chicken
- Jim 'N Nick's Community Bar-B-Q
- Marsh House
- The Farm House

WRITTEN CONSENT FOR USE OF INDISTINGUISHABLE NAME (SS-9411)



Business Services Division
Tre Hargett, Secretary of State
State of Tennessee

312 Rosa L. Parks AVE., 6th FL.
Nashville, TN 37243
(615) 741-2286

Filing fee \$20.00

Pursuant to the Tennessee Business Corporation Act, Tennessee Nonprofit Corporation Act, Tennessee Limited Liability Company Act, Tennessee Revised Limited Liability Company Act, or the Tennessee Revised Uniform Partnership Act, this consent for use of indistinguishable name is submitted to the Tennessee Secretary of State.

Existing Entity Name: Pilgrimage Presents, LLC

Entity 1

Existing Entity Secretary of State Control Number: 000787919

Entity Receiving Name Consent: Pilgrimage Presents, Inc.

Entity 2

SELECT THE STATEMENT THAT APPLIES

Option 1:

Both entities hereby consent to use and maintain the same registered agent.

Option 2:

The existing entity consents to change its name or terminate its existence within 60 days.

Entity 1 Signature

William Brandt Wood

Name (printed or typed)

4/15/17

Signature Date

Entity 2 Signature

Colin Ferguson, Incorporator

Name (printed or typed)

4/13/2017

Signature Date

Note: Pursuant to T.C.A. § 10-7-503 all information on this form is public record.