

OFFICE USE ONLY:
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: <u>DOWNTOWN SQUARE</u>
<u>3RD AVE, NORTH & SOUTH</u> |

2) Name/purpose of event: 4TH OF JULY CELEBRATION

3) Date or dates of event: JULY 4, 2016

4) Time of Event: 10 A.M. - 8 p.m.

5) Time of Street Closure (if applicable): MIDNIGHT, JULY 3RD

Set-Up Date/Time: 4 A.M. - JULY 4 Tear-down Date/Time: START: 8 p.m.
FINISH: 11:30 p.m.

*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:

FRANKLIN LIONS CLUB

a) Address: P.O. BOX 521, FRANKLIN, TN 37065

b) Phone: _____ c) Cell: 615-479-7751 d) Fax: 931-486-0136

e) E-mail address: TNBUGLE@AOL.COM

7) Person in charge on day of event: SCOTT DUCAJ

Cell: 615-479-7751 E-mail address: TNBUGLE@AOL.COM



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

Name: MIKE WYATT Cell: 615-260-4563 E-mail address: MKE.NT.WYATT@COMCAST.NET

Name: PAUL DEYO Cell: 615-898-5562 E-mail address: PABLOD953@TDS.NET

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

4TH OF JULY CELEBRATION - 10 A.M. - 8 P.M. 60 FOOD & CRAFT VENDORS. 1 STAGE ON SQUARE. PETTING ZOO + KIDS ZONE 3RD AVE. NORTH.

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:

3,000

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.

16) Will you charge an admission/participation fee (including vendors)? If yes, please specify how much per person/vendor. VENDOR FEES ONLY - \$150 PER SPACE

17) Will any charity, gratuity, or offers be solicited or accepted during the event? Circle Yes or No. POSSIBLY LIONS CLUB DONATIONS

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? _____

LIONS CLUB - 100% AFTER EXPENSE'S

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.
- 21) For what purpose will sound amplification be used (i.e. announcements, entertainment, etc.)?
ENTERTAINMENT FROM THE STAGE
- 22) What type of sound amplification will be provided (DJ, Band, etc.)? Please list all that apply.
BANDS, CHILDREN'S SHOW, ANNOUNCEMENTS
- 23) During what time period is sound amplification requested? 10 A.M. - 8 P.M.
- 24) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.). MEDIUM SIZE BANDS, 1 BIG BAND JAZZ GROUP, ALL VOLUME MONITORED BY D.B. METERS + KEPT BELOW 110 D.B.
- 25) Will any stages, amusement attractions, or amusement rides, including inflatables, be erected for the event? Circle Yes or No. 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.
- 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. _____
- 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.*
- 30) Will you require a temporary water tap? Circle Yes or No. If yes, please list exact locations:
THE SQUARE AT 3RD AVENUE NORTH
THE SQUARE AT 3RD AVENUE SOUTH
- 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.*
- 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.*
- 33) Attach Good Neighbor Letter and Mailing List used. *Please read Additional Requirements section of this application for more information.*

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.



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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: *[Signature]* - FRANKLIN GUNS CLUB Date: 4/15/16
 (Signature and title – must be officer of organization)
DIRECTOR - FRANKLIN ON THE MOUNTAIN

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.

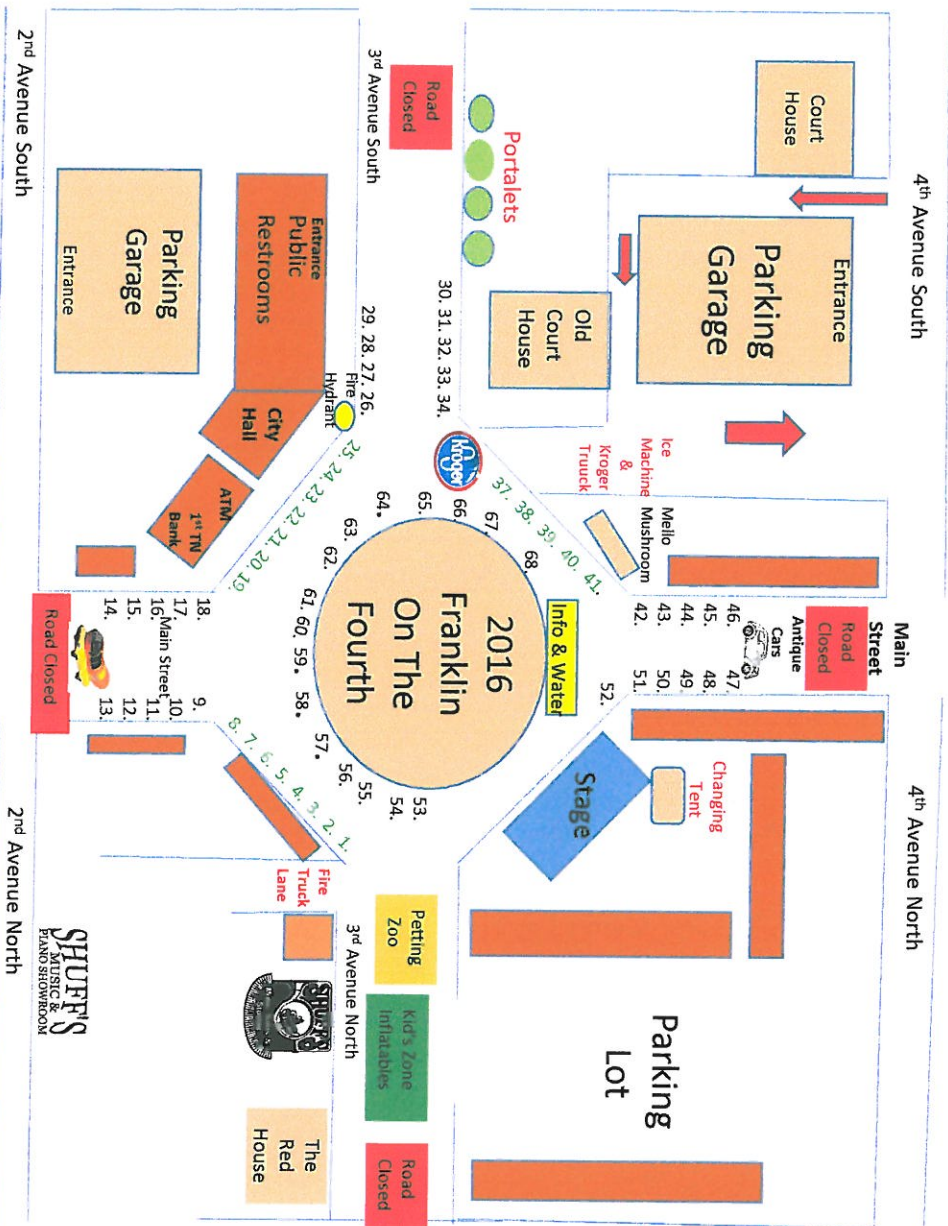
 *
 * **Return application to:** *
 * City Administrator's Office *
 * City Hall *
 * 109 Third Ave South *
 * Franklin, TN 37065 *
 * 615-791-3217 *
 * 615-790-0469 (FAX) *
 *
 *



Vendor Location

- 1. Food Vendor
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Tnevents



↑ To I-65



2016 Franklin On The Fourth

This List is still being formed.
This is who we had last year,
and we expect most to repeat.

Food Vendors

Kroger – Sponsor also selling ribs and corn
Delicious Columbiana
Ace's Kettlecorn
Sno-Ball Heaven
Debbie's Lemon Factory
Wild Bill's Old Fashion Soda Pop Company
Hit and Miss Ice Cream
Bobalicious
Kona Ice
Ellie's Old Fashioned Doughnuts
Buffalos Texas Smoked Sausage
Begley
Papa Doo's & Mama "D"

Craft Vendors

Williamson Medical

African Shea Butter
Edna's Unique Designs
Kaye's Krafts & Kreation
Trinkets & Baubles In Sterling Silver
The Farm at Natchex Trace

The Rainbow Dragon
Exodus Chiropractic
Inspired Expressions
A & E Design
Advo Care
Lucky Lindy
American Legion
Graceworks

The Academy of West Haven
One Nation Under God
Surfin Plumbers

New Life Chiropractic
Jackie's Corner
Annie Jades
Life Spring Chiropractic
Crossroads Natural Horsemanship
Dixie Homecrafters

Hinz Family Chiropractic
Debbie Sew Busy
Tip Top Home Solutions
Glo Works
Antique Cars
G Force Games
Kids Jumpys
Petting Zoo and Pony Rides

Good Neighbor Letter

*Franklin On The 4th
Fourth of July Celebration
On the Square in Historic Downtown Franklin, TN*

*In Cooperation & Sponsored by The City of Franklin
Benefiting*



The Franklin Lions Club



General Information

Date: Monday, July 4th, 2016

Time: 10am – 8:30pm

Music: 10 a.m. – 8:00pm

Location: On the Square in Historic Franklin

Street Closures: Main Street at 2nd Avenue., The Square, Main Street to 4th Avenue.
1 block of 3rd Avenue North & South

Closure Time: July 4th, 1 a.m.

Open Time: July 5th, 1 a.m.

Event Organizer: Scott Ducaj, PO Box 140835, Nashville, TN

On Site Phone: 615-479-7751

This family-friendly event is organized and produced by The Franklin Lions Club in conjunction with the City of Franklin and TN Events. Last year's event attracted more than 3,000 people and this year's event should be similar. There will be over fifty food & craft vendors, music stage, antique cars, and a kid's zone. The Kid's zone will be filled with things to dazzle the little ones including inflatables, climbing walls, slides, interactive crafts & a petting zoo. The Children's Parade will begin at 5 p.m. starting at Main Street and 4th Avenue. There will be Prizes for best costume and decorated bikes and wagons. Pets are welcome!

Its purposes are to celebrate the 4th of July by showcasing high quality superb musical entertainment, acquaint the public with the restored historic downtown area, and raise money for the Franklin Lions Club. *Founded in 1945, Franklin's Lions club is the oldest civic organization in the city. Events for Franklin on the Fourth will kick off at 10 a.m. in downtown Franklin. For more information, please visit: www.TNeventInfo.com.* This event concludes at 9:30 p.m.

The Franklin Lions Club does appreciate the fact that there are many businesses downtown serving as not only a great backdrop for the festival, but also giving the patrons many options in shopping. We realize that you are here year round and will do all we can do to make this a favorable experience for your business as well as our guests. We are trying to minimize the amount of time for street closures, to a minimal amount for set up and clean up. We also understand that we are in a residential neighborhood and that volume can be an issue. All our sound engineers (which control all stage groups) are equipped with sound meters to ensure the volume stays within acceptable neighborhood guidelines and levels.

We are excited to be back downtown and look forward to a great day!

Scott Ducaj, Director
Franklin On The 4th
Franklin Lions Club



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TENNESSEE

2016 Franklin On the 4th

This is 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.

Al Dorsey – President

Franklin Lions Club
PO Box 521
Franklin, TN 37065
615-400-2573
Clint.McCain@franklinsynergy.com

Scott Ducaj – Director, Franklin On The 4th

Franklin Lions Club
1725 John Sharp Rd.
Spring Hill, TN 37174
615-479-7751
tbugle@aol.com
www.TNeventInfo.com

Mike Wyatt – Logistics Manager, Franklin On The 4th

PO Box 140835
Nashville, TN 37214
615-260-4563
mkentwyatt@comcast.net

Paul Deyo – Vendor Manager, Franklin On The 4th

PO Box 140835
Nashville, TN 37214
615-498-5562
Pablod953@gmail.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/02/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Illinois, Inc. 425 N. Martingale Road, Suite 1100 Schaumburg, IL 60173	CONTACT NAME: John Adams PHONE (A/C, No, Ext): 1-800-316-6705 E-MAIL ADDRESS: lionsclubs@willis.com	FAX (A/C, No): 1-888-467-2378
	INSURER(S) AFFORDING COVERAGE INSURER A: ACE American Insurance Company	
INSURED Franklin Lions Club Franklin Tennessee	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000 GENL AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		HDOG27336395	09/01/2014	09/01/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/CP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		ISAH08827552	09/01/2014	09/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTIONS					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR PARTNER EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below					WC STATUTORY LIMITS OTHER E/L EACH ACCIDENT \$ E/L DISEASE - EA EMPLOYEE \$ E/L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insured's participation in the following activity during the policy period shown above: Franklin on the Fourth PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES.

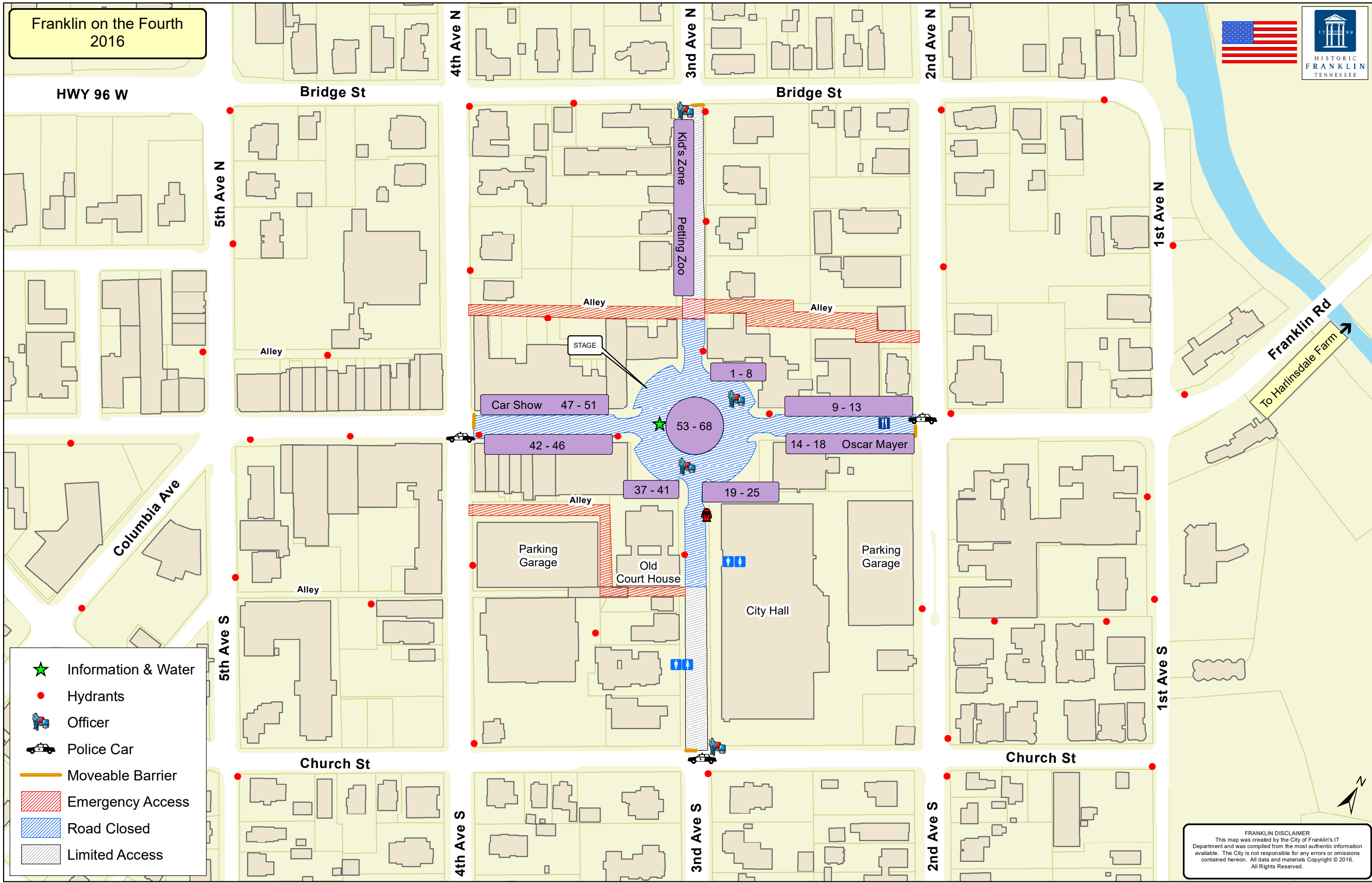
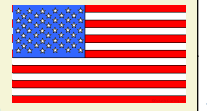
CERTIFICATE HOLDER**CANCELLATION**

City of Franklin
 PO Box 306
 Franklin Tennessee 37065

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Franklin on the Fourth
2016



- Information & Water
- Hydrants
- Officer
- Police Car
- Moveable Barrier
- Emergency Access
- Road Closed
- Limited Access

FRANKLIN DISCLAIMER
 This map was created by the City of Franklin's IT Department and was compiled from the most authentic information available. The City is not responsible for any errors or omissions contained hereon. All data and materials Copyright © 2016. All Rights Reserved.

