



Event Date(s): Saturday, May 18, 2024

Added to Rec Calendar: 1/23/24  
Added to Legistar: 1/23/24  
Legistar File ID #: 24-0079  
Agenda Date: 2/5/24

Event:  Approved  Disapproved

Park Rental Fee: \_\_\_\_\_

Damage Deposit: \_\_\_\_\_

Total Amount Due: \_\_\_\_\_

Total Amount Paid: \_\_\_\_\_

Payment Date: \_\_\_\_\_

Balance Due: \_\_\_\_\_

Receipt #: \_\_\_\_\_

Internal Use

## Event Details

Event Title: Praise in the Park

Purpose:

- |  |   |
|--|---|
| <input type="checkbox"/> Athletic/Recreation | <input type="checkbox"/> Outdoor Market                 |
| <input type="checkbox"/> Parade*             | <input checked="" type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Festival/Fair       | <input type="checkbox"/> Social                         |
| <input type="checkbox"/> Demonstration*      | <input type="checkbox"/> Road Closure*                  |

\*Additional paperwork is required to be submitted directly to Foley PD. Please See Appendix A

Provide a clear statement of the specific reason(s) you believe the event will significantly contribute to and benefit the City of Foley.

This will be a public event open to all who desire to come enjoy live, musical entertainment and join in worship and unity; setting aside differences & focusing on commonalities with love @ the center.

Provide a clear statement of the opportunity for City-wide citizen participation in the event.

All are welcome to attend and freely worship w/o judgement. City officials are welcomed and if desire to greet and share, welcome to do so.

Are there any potential negative impacts to the local business community or surrounding areas?

None

The City reserves the right to request an Event Application Presentation to staff if they deem the event to have an impact on the surrounding community.

## Event Details Continued

Setup Date & Time: 5/18 11:00 am  
Event Start Date: 5/18 Event Start Time: 1:00  
Event End Date: 5/18 Event End Time: 3:00  
Clean-up Date & Time: 5/18 5 pm

Outdoor entertainment may take place from 8 am – 10 pm, Sunday – Thursday  
and 8 am – 11 pm on Friday and Saturday.

Main Contact Name: Andrea Overstreet  
Phone Number: 251 5970546 Backup Phone Number: 251 971-3100  
Email Address: momof52000@gmail.com

Where will the event take place?

Public Property

Park Property

Heritage Park

Estimated Attendance: 200

Estimated Attendance Previous Year: N/A

Estimated Attendance During Peak: N/A

Event Website/Facebook Page: redemptionapostolic.com

Event Promoter (if other): Redemption Apostolic Church

Is this a repeat event for the City? yes but been a few years

Will the event include any of the following?

Fireworks

Generators

Live Entertainment

Tents

Alcohol

Petting Zoo, Carnival, Circus, Inflatables (if yes additional insurance will be required)

Open Flames of Any Type

Mobile Food Vendors

Street Closure

Parade

Tents over 400 sq. ft.

Other \_\_\_\_\_

### Required Documents (continued)

#### Waste Management Plan

- Consideration must be given at all times to how waste generated by event will be managed by Event Organizer. Depending on the details of your event, you may be required to develop a Waste Management Plan. Please note, if waste is left at City venues following an event the cost of removal and clean-up will be passed on to the Event Organizer.

#### Noise Control Plan

- Please describe the sound equipment that you will use Gates Audio Visual Engineering (utilized Aug 2023 @ same location)
- Will you be using amplification?  Yes  No
- What noise sources are anticipated from the event?
  - Pre-recorded
  - Live music/band
  - Acoustics
  - PA System
  - Other \_\_\_\_\_
- Please provide a list of performers, performance type, music genre, performance times and duration. The complete performance list is required 7 days prior to the event.

#### Road Closures

- Parades and Road Closures must be approved by City of Foley PD. All events must give substantial notice (60 days) to minimize the risk to your event.
- Redemption Apostolic Church Praise team  
contemporary worship*

#### Additional Service Providers

- Provide a complete list all event service providers 7 days prior to event including EMS, Carnival Operators, Portable Toilets, Tables/Tents, Barricades/Traffic, etc. This must also include all food vendors so Foley FD can check for adherence to fire code.

#### Marketing Materials

- Any signage must comply with the City's Temporary Advertising Signs Policy. Signage must be robust and of good quality. Additional signage may require a permit.
- Do you wish to erect signage or banners within the City to promote your event?
  - Yes  No
- Type of signage or banners: Banner

Ev  
F  
th  
e

## Required Documents Continued

### Certificates of Insurance

- Any amusements rides or inflatables required additional insurance with the City listed as an additional insured. 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 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 Foley (City of Foley, Alabama, Attn: Special Events Division, P.O. Box 1750, Foley, AL 36535) 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 Foley at least twenty-one (21) days' prior written notice of cancellation and termination of the applicant's coverage there under.

Events run for profit and commercial purposes will be subject to an application fee. Please contact the City of Foley for current fees and charges. Processing Fee TBD due 21 days prior. Applications will not be accepted less than 21 days before an Event Date. All vendors participating in events must have a business license or special event license.

Fire Department Representative: \_\_\_\_\_  
 Police Department Representative: \_\_\_\_\_  
 Public Works Department Representative: \_\_\_\_\_  
 Leisure Services Department Representative: \_\_\_\_\_

Department	Estimated Cost
Fire Department	
Police Department	
Public Works	
Leisure Services	
<b>TOTAL</b>	

City Council Approval Date: \_\_\_\_\_

## Self-Certification Form

I/We, Andrea Overstreet / Redemption Church, as the event organizer seeking approval to host an event within the City of Foley, acknowledge that the information submitted in this application is true and correct.

I/We accept full responsibility for any damages incurred to City of Foley premises including irrigation lines, electrical lines, water mains, electricity, toilets, pavillion, and other permanent structures as a result of our activities during the specified contract period.

I/We indemnify the City of Foley against any action, suit or proceeding caused by my failure to observe all statutory and or other requirements or as a result of my negligence or willful actions.

I/We will ensure the appropriate liability and other insurances are in place for the activities to be conducted.

I/We understand that I am responsible for obtaining approval from all applicable agencies.

I/We will keep a copy of the completed form on-site during the event to present upon request to any police officer prior to or during the event.

I/We will provide a post event letter to the Mayor and Council to identify the contributions made to the local community.

Signature: Andrea Overstreet  
Print Name: Andrea Overstreet

Date: 8/17/24