



5. Location of the business by street address. For special event, list location of the event.

Business: 510 Columbia Ave., Franklin, TN 37065  
Event: Eastern Flank Battle

Phone number of the business (615) 591-8500

6. Please give the following information on the person who will be managing the business. This person is an owner \_\_\_\_\_ or a managing agent .

Name

Drivers license #

State

Date of birth

Soc. Sec. #

Home phone #

Daytime phone #

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name The Heritage foundation of Franklin & Williamson Co. Title Exec. Dir.

Mailing Address P.O. Box 723

City, State, Zip Franklin, TN 37065

Daytime contact phone number (615) 591-8500

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes \_\_\_ No .

If so, specify number \_\_\_\_\_. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

N/A

9. Do you own the premises on which you will operate? No  
If no, please give the name and address of the property owner.

The City of Franklin  
109 Third Ave. S., Franklin, TN 37064

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? No If so, give particulars of each charge, court and date convicted.

N/A

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes \_\_\_ No X If so, please give date, place and cause of said revocation.

N/A

12. Give the name and address of the former beer permittee at this establishment.

N/A

13. Give applicant's history of involvement in the beer business, if any.

The Heritage Foundation has events where  
beer permits are applied for.

14. Give applicant's employment record for the past 10 years.

N/A

15. What is the exact nature of the business in which you are applying for a beer permit?  
(Restaurant, tavern, motel, etc.)

Non-Profit Fundraiser

16. Will a full course menu be served? yes

17. Will separate and sanitary facilities be maintained for men and for women? yes

18. Will dancing be allowed on your premises? yes  
If yes, do you acknowledge that section 9-402 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? yes

*This does not apply*  
TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.

✓(a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.

✓(b) You will not sell beer or any like beverage except in accordance with the terms of said permit.

N/A(c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.

✓(d) You will rigidly enforce the law against sales to minors.

✓(e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.

(f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.

✓(g) You will not attempt to transfer this permit to anyone else.

✓(h) You will display this permit in a prominent place in your establishment.

✓(i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).

(j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.

(k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.

N/A for special events

- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

*I hereby make application to the City of Franklin Beer Board for a beer permit.*

*The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.*

*I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.*

*I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.*

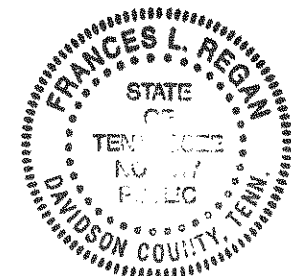
*[Handwritten Signature]*  
 Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: The Heritage Foundation  
 Name of Business Entity

Sworn to and subscribed before me this 12<sup>th</sup> day of July, 2012

*[Handwritten Signature]*  
 Notary Public

My Commission Expires: 6-21-2016



My Commission Expires JUNE 21, 2016

<b>Official Use Only</b>	
Application Fee \$ <u>250.00</u>	Date Paid <u>7-13-12</u>
Privilege Tax \$ <u>      </u>	Date Paid <u>      </u>
Board Meeting Date <u>8-14-12</u>	

## 2012-2013 Heritage Foundation Board of Directors

Brian Beathard

Julian Bibb III

Jody Bowman

Angela Calhoun

Sean Carroll

Bryan Echols

Matt Gonring

Connie Haley

Kelly Harwood

Angela Humphreys Cashia

Ann Johnson

Rudy Jordan

Andy Marshall

Jason McMurray

Robert Moore

Bill Powell

Fred Reynolds

Bob Roethemeyer

Cyril Stewart

Joe Walker

# City of Franklin

P O Box 705  
Franklin, TN 37065  
(615) 791-3225

DATE: 9-13-12  
TO: POLICE CHIEF  
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR  
RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT  
BEER BOARD MEETING DATE 8/14/12

- Applicant is requesting a temporary permit. Please return ASAP.
- Please return by 12/12 to provide information for Beer Board meeting agenda.

Name of Business The Mortgage Bank  
Location of Business 10000 Highway 100, Franklin, TN  
Name of applicant The Mortgage Bank  
Managing Agent [REDACTED]  
Drivers License # [REDACTED] State [REDACTED]  
Date of Birth [REDACTED] Soc. Sec. # [REDACTED]

- Recommended. Based on information available to date, the applicant has no record requiring denial of the permit under the provisions of Title 4 of the Franklin Municipal Code.
- Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION  
FRANKLIN POLICE DEPT

By \_\_\_\_\_  
Date \_\_\_\_\_  
Approved \_\_\_\_\_  
Signature

POLICE DEPARTMENT

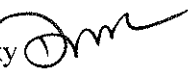
David Rahinsky  
Chief of Police

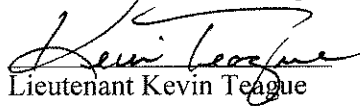



Dr. Ken Moore  
Mayor

Eric S. Stuckey  
City Administrator

July 23, 2012

TO: Chief David Rahinsky 

FROM:   
Lieutenant Kevin Teague

THRU: Deputy Chief Bruce Bateman 

SUBJECT: Beer Board Background Check

A background check was completed on Mary Pearce, Managing Agent for The Heritage Ball, and found to be clear.



City of Franklin

P O Box 705  
Franklin, TN 37065  
(615) 791-3225

RECEIVED JUL 16 2012

DATE: 7-13-12

TO: CODES DEPT  
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ON PREMISES PERMIT
- OFF PREMISES PERMIT
- ON AND OFF PREMISES PERMIT
- MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
- SPECIAL EVENTS PERMIT

Applicant is requesting a temporary permit. Please return ASAP.

Please return by 7-23-12 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 8-14-12

Name of Business The Heritage Beer/Heritage Foundation

Location of Business Warrior Lane, Castles Park  
Battlefield

CODES DEPT

Jeremy Duncanson  
Building Inspector

7-16-12  
Date

FIRE DEPT

\_\_\_\_\_  
Fire Inspector

\_\_\_\_\_  
Date

# City of Franklin

P O Box 705  
Franklin, TN 37065  
(615) 791-3225

DATE: 7-13-12  
TO: CODES DEPT  
FIRE DEPT  
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR  
RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ON PREMISES PERMIT
- OFF PREMISES PERMIT
- ON AND OFF PREMISES PERMIT
- MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
- SPECIAL EVENTS PERMIT

Applicant is requesting a temporary permit. Please return ASAP.

Please return by 7-23-12 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 8-14-12

Name of Business The Heritage Bull / Heritage Foundry  
Location of Business 11111 N. Lane / Heritage Tank  
Battlefield

## CODES DEPT

\_\_\_\_\_  
Building Inspector

\_\_\_\_\_  
Date

## FIRE DEPT

Wayne D. Holley  
Fire Inspector

7-18-12  
Date



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TENNESSEE

**APPROVED**

OFFICE USE ONLY:  
Permit No:  
\_\_\_\_\_

**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      X Eastern Flank Battlefield Park  
\_\_\_\_ Fieldstone Farms      \_\_\_\_ Pinkerton Park  
\_\_\_\_ Jim Warren Park      \_\_\_\_ Harlinsdale Farm      Other: \_\_\_\_\_

- 2) Name/purpose of event: Heritage Ball  
3) Date or dates of event: Saturday, September 24, 2011  
4) Time of Event: 7:00 PM - Midnight  
5) Time of Street Closure (if applicable): N/A  
Set-Up Date/Time: 9/19/2011      Tear-down Date/Time: 9/26/2011

\*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:  
Heritage Foundation of Franklin & Williamson County

- a) Address: PO Box 723 Franklin, TN 37064  
b) Phone: 591-8500 x16      c) Cell: 948-5395      d) Fax: 591-8502  
e) E-mail address: aarnold@historicfranklin.com

- 7) Person in charge on day of event: Andrea Arnold  
Cell: 948-5395      E-mail address: aarnold@historicfranklin.com



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TENNESSEE

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

Name: Kristy Williams Cell: 305-3610 E-mail address: kwilliams@historicfranklin.com

Name: Mary Pearce Cell: 300-7218 E-mail address: mpearce@historicfranklin.com

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

Black Tie Event

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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:

650

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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. \$250.00 per person

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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? \_\_\_\_\_

Heritage Foundation 100% after expenses

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TENNESSEE

- 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.)?  
yes both
- 
- 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? 7:00 PM - Midnight
- 24) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.).  
7-9 ~~000~~ musicians-we rent generators for lighting and amp wattage
- 
- 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. none
- 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. Volunteers from Heritage Foundation
- 
- 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*



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TENNESSEE

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:  
Portable Restrooms (flushable toilets) will require water
- 
- 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.*  
letters will be personally hand delivered by members to 1302-1345 Carnton Lane by 2 ladies who live in the subdivision

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. 2000a). 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:

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



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TENNESSEE


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.



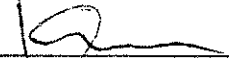
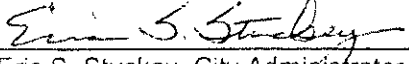
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TENNESSEE

**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:  Date: 12/20/10  
 (Signature and title – must be officer of organization)

Approved by the Board of Mayor and Aldermen on March 22, 2011.

~~John C. Schroer, Mayor~~   
  
 Eric S. Stuckey, City Administrator

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

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



#12

**Event Manager: Andrea Arnold**

Heritage Foundation of Franklin & Williamson County

510 Columbia Avenue

Franklin, Tennessee 37064

Phone: 615-591-8500 x16 Cell: 615-948-5395

**Event Chairs: TBA**



HISTORIC  
FRANKLIN  
TENNESSEE

February 24, 2011

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator *ES*  
Special Events Advisory Team

**SUBJECT:** Heritage Ball (September 24, 2011)

**Purpose**

The purpose of this memorandum is to outline for the Board of Mayor and Aldermen (BOMA) recommendations for the Heritage Foundation's Heritage Ball to be held at the Eastern Flank Battlefield Park.

**Background**

The Heritage Foundation has requested the use of the Eastern Flank Battlefield Park for their annual Heritage Ball. While the event is on September 24<sup>th</sup>, the applicant has requested the use of the park from September 19<sup>th</sup> – 26<sup>th</sup>. Estimated attendance is 650.

**Recommendation**

Staff recommends approval with the following conditions:

- Applicant will provide copy of Good Neighbor letter which will be distributed to affected neighborhood.

***Parks Department***

- Park Facility Usage Fees are as follows:

○ Monday, 9/19/11 thru Thursday, 9/22/11	\$ 600 (\$150.00 per day)
○ Friday, 9/23/11 thru Sunday, 9/25/11	750 (\$250.00 per day)
○ Monday, 9/26/11	<u>150 (\$150.00 per day)</u>
<b>TOTAL:</b>	<b>\$1,500</b>

- Refundable Damage Deposit of \$500 (*Damage deposit covers all areas of rental site, including but not limited to areas for parking, tent site and Battle Park Hall*).
- Applicant will be charged \$25 per hour for one (1) Park Staff to be available on September 24<sup>th</sup> (*Time begins 30 minutes prior to start of event and ends when event organizer has completed cleanup*).
- Event attendees are restricted to rental areas.
- Anna Shuford shall be "Point of Contact" from the Parks Dept.
- The Heritage Foundation shall designate one (1) person as the "Point of Contact" for this event.
- A pre-event evaluation shall take place on site with Parks Department and Foundation designee prior to tent setup.



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- A post-event evaluation shall take place on site with Parks Department and Foundation designee after all tents are removed and Battle Park Hall has been cleaned by caterer/foundation.

***Risk Management:***

- Applicant will provide certificate of insurance naming the City as additional insured. COI must cover all days applicant is on the property.

***Police Department:***

- Applicant will work with Police Department to determine number of extra-duty officers to be hired by applicant to provide security for the event (6:30 p.m. on September 24<sup>th</sup> until 6 a.m. on September 25<sup>th</sup>).

***Solid Waste Department:***

- Applicant will lease two dumpsters from the Solid Waste Department (charge is \$75 per dumpster).
- Applicant will provide volunteers to pick-up any trash associated with the event.

***Fire Department:***

- Tents require permit and inspection from the Franklin Fire Department.
- Applicant states Williamson Medical Center ambulance will be on standby.

***Building & Neighborhood Services Department:***

- Electrical permit will be required
- Stage should be positioned so sound is least bothersome to nearby residential neighborhood.
- Generators must be grounded and not re-fueled while running.

***Revenue Management:***

- Applicant must obtain a Beer Permit from the City's Beer Board.



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FRANKLIN  
TENNESSEE

# MEMORANDUM

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April 4, 2012

Ms. Torrey Barnhill  
Heritage Ball  
c/o Heritage Foundation  
P O Box 723  
Franklin, TN 37064

*Sent via e-mail:* [tbarnhill@historicfranklin.com](mailto:tbarnhill@historicfranklin.com)

**RE: Heritage Ball**

This letter is to inform you that your Event Permit for the Heritage Ball on September 22, 2012 has been approved by the Board of Mayor and Aldermen. Below are conditions made by our various departments. If you have not already done so, please contact those departments directly.

**Conditions:**

- Applicant will provide copy of Good Neighbor letter which will be distributed to affected neighborhood.

***Parks Department (Anna Shuford, 615-794-2103)***

- Park Facility Usage Fees are as follows:
  - Monday, 9/17/12 thru Thursday, 9/20/12 \$600 (\$150.00 per day)
  - Friday, 9/21/12 thru Sunday, 9/22/12 \$750 (\$250.00 per day)
  - Monday, 9/24/12 \$150 (\$150.00 per day)
- **TOTAL: \$1500**
- Refundable Damage Deposit of \$500 (*Damage deposit covers all areas of rental site, including but not limited to areas for parking, tent site and Battle Park Hall*).
- Applicant will be charged \$25 per hour for one (1) Park Staff to be available on September 22<sup>nd</sup> (*Time begins 30 minutes prior to start of event and ends when event organizer has completed cleanup*).
- Event attendees are restricted to rental areas.
- Anna Shuford shall be "Point of Contact" from the Parks Dept.
- The Heritage Foundation shall designate one (1) person as the "Point of Contact" for this event.
- A pre-event evaluation shall take place on site with Parks Department and Foundation designee prior to tent setup.
- A post-event evaluation shall take place on site with Parks Department and Foundation designee after all tents are removed and Battle Park Hall has been cleaned by caterer/foundation.

***Risk Management:***

- Applicant will provide certificate of insurance with liquor liability naming the City as additional insured. COI must cover all days applicant is on the property.

***Police Department (Officer Eric Johnson, 615-794-2513):***

- Applicant will hire one (1) extra-duty Franklin Police Officer to provide security for the event (6 p.m. on September 22<sup>nd</sup> until 6 a.m. on September 23<sup>rd</sup>).



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FRANKLIN  
TENNESSEE

## MEMORANDUM

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***Solid Waste Department (Danny Harris, 615-794-1516):***

- Applicant will lease two dumpsters from the Solid Waste Department (charge is \$85 per dumpster).
- Applicant will provide volunteers to pick-up any trash associated with the event.

***Fire Department (615-791-3270):***

- Tents require permit and inspection from the Franklin Fire Department.
- Applicant states Williamson Medical Center ambulance will be on standby.

***Building & Neighborhood Services Department (Tommy Duncan, 615-794-7012):***

- Electrical permit will be required
- Stage should be positioned so sound is least bothersome to nearby residential neighborhood.
- Generators must be grounded and not re-fueled while running.

***Revenue Management:***

- Applicant must obtain a Beer Permit from the City's Beer Board.

If you have any questions, please give me a call. We hope your event is fun, safe, and enjoyable for all involved.

Sincerely,

A handwritten signature in cursive script that reads "Monique McCullough".

Monique McCullough

To: CITY OF FRANKLIN

7/5/2012

7592	7/5/2012	BEER PERMIT HERITAGE BALL			
			Totals:	\$250.00	\$0.00
				\$250.00	\$0.00
					\$250.00
					\$250.00

Federal ID# or Soc Sec #

(Required if payment is for services and payee is not incorporated)

6246-99-52

Dept/Project/Event:

Heritage Ball

Description:

Beer permit for 9/22/12  
Heritage Ball

Special instructions:

Steve Sims

Requested by:

Larry Buehl

Date