



HISTORIC  
FRANKLIN  
TENNESSEE

ITEM #24  
BOMA  
10/12/2010

## MEMORANDUM

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October 5, 2010

**TO:** Board of Mayor and Aldermen

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

**SUBJECT:** Pumpkinfest Event Application

### Purpose

The purpose of this memo is to outline conditions for recommendations for approval of Pumpkinfest.

### Background

Pumpkinfest is an annual event organized by the Heritage Foundation. The event is scheduled for Saturday, October 30<sup>th</sup> and consists of arts and crafts, a chili cook-off sponsored by Franklin Tomorrow, and entertainment. Tours of the City Cemetery and Rest Haven Cemetery are also included. Changes from previous years:

- Organizers are requesting the use of the Bicentennial Park for a BBQ Competition. This will include at least 18 BBQ professional teams and 15 – 20 nonprofessional “backyard” teams. A 30X30 tent will be at this location along with 10X10 tents, and trailers. The site will not be open for the general public – only guests invited by the teams and the applicant. A private event will be held in the 30X30 tent on Friday, October 29<sup>th</sup>.
- Beer Tent is moving to Third Avenue North (from Fourth Ave North) and will include whiskey. This tent will be walled off.

### Recommendation

Staff recommends approval with the following conditions:

- Applicant shall meet with staff for walk through of both locations (downtown and Bicentennial Park) at least five days prior to event.
- Applicant will provide detailed map/layout to City detailing location of tents, vendors, etc. prior to event.
- Applicant will provide a \$1000 damage deposit to City prior to event.

### *Building & Neighborhood Services:*

- Special Event Electrical Permit will be required for both locations.
- No stakes should be placed in ground at City Hall (Third Avenue South)

### *Risk Management:*

- Applicant will provide certificate of insurance naming the City as additional insured. COI should cover both events and all days the applicant will be on City property.
- Any accidents or injuries occurring during the event should be reported to City representatives immediately.



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### ***Police Department:***

- Applicant will hire at least four (4) extra-duty Franklin Police Officers to provide security and traffic control for Pumpkinfest.
- Applicant will work with Franklin Police Department to determine need and/or number of extra-duty officers for the BBQ Fest at Bicentennial Park.

### ***Parks Department:***

- Applicant is expected on site October 28<sup>th</sup> through October 31<sup>st</sup>.
- Applicant requests the use of water tap on the property
- Pavilion and all structures on property are off limits.

### ***Revenue Management:***

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

### ***Streets Department:***

- All requested streets will close at 5 AM on Saturday, October 30<sup>th</sup>.
- Applicant or designee will stay present at event until all vendors are gone.
- Department will provide clean-up crew for after the event.

### ***Solid Waste Department:***

- Applicant will require that tarps be used under cookers at Bicentennial Park.
- Applicant will provide written plan for disposal of coals/ashes.
- BBQ Teams will bring their own trash bags.
- Department will provide three dumpsters at Bicentennial Park for BBQ Fest:
  - Cost is \$75 per dumpster (total of \$225)
- Applicant will provide name of grease hauler used for food vendors.
- Department will provide crews for cleanup during event.

### ***Water Management Department:***

- Taps will be placed on hydrants at:
  - Fourth & Main
  - Third Ave S at City Hall
  - 2<sup>nd</sup> & Main

### ***Fire Department:***

- Applicant will meet with Fire Department to go over specifics requirements for the Event as it relates to the Fire Department.
- Each food preparation area/cooker will need to have their own fire extinguisher. For non-grease cooking, a 5 lb ABC dry chemical extinguisher is sufficient.
- The fire hydrant at the intersection of N. Margin Street and 3rd Avenue South is the only operable/usable fire hydrant in the two block area from 2nd Avenue to 4th Avenue. The use of the hydrant for anything other than fire protection should be as minimally as possible.

OFFICE USE ONLY:

Permit No:



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### 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

Other: Main Street

\_\_\_ Fieldstone Farms

\_\_\_ Pinkerton Park

\_\_\_ Jim Warren Park

\_\_\_ Winstead Hill Park

2) Name/purpose of event: Pumpkinfest / Battle of the BBQ

3) Date or dates of event: Oct. 30, 2010

4) Time of Event: 10 am - 8 pm

5) Time of Street Closure (if applicable): Midnight Oct 29 to 10 pm Oct 30

Set-Up Date/Time: 5 am Oct 29

Tear-down Date/Time: 8 pm Oct 30

4th Ave segments only - Main St. at midnight  
\*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 Co

a) Address: 510 Columbia Ave Franklin TN 37064

b) Phone: 591-8500 c) Cell: 545-9172 d) Fax: 591-8502

e) E-mail address: nwilliams@historicfranklin.com

7) Person in charge on day of event: Nancy Williams

Cell: 545-9172 E-mail address: nwilliams@historicfranklin.com



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

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

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

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

Fall street festival with sanctioned BBQ cookoff on adjacent private property. Arts/crafts booths, 2 stages children's activities, costume contests, etc.

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.* **A**

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

50,000

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. **B**

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. **C**

16) Will you charge an admission/participation fee (including vendors)? If yes, please specify how much per person/vendor. Sponsors \$2500-15,000 Food vendors \$400-1,200 Arts/crafts \$150

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, Downtown Franklin Assn. (BBQ), Franklin Tomorrow (Chili tent)

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



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- 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.)?  
Bands, Dance Groups, Contests
- 22) What type of sound amplification will be provided (DJ, Band, etc.)? Please list all that apply.  
Stages will have sound systems for music & public address
- 23) During what time period is sound amplification requested? 10 am - 8 pm
- 24) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.). Maximum use is 100 amps for stages.
- 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. List will be provided
- 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. City of Franklin Solid Waste  
and private grease collection/recycling company
- 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. \$1000 deposit on file



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- 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:  
4th & Main, 3rd Ave S @ City Hall, 2nd & Main
- 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. We will use Downtown Franklin lists to notify 500 area businesses and residences.*

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:

Rodney Escobar  
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:  Date: 7-21-10  
 (Signature and title – must be officer of organization)

Approved by the Board of Mayor and Aldermen on \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
 John C. Schroer, Mayor

\_\_\_\_\_  
 Eric S. Stuckey, City Administrator

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

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 \*  
 \* *Return application to:* \*  
 \* City Administrator's Office \*  
 \* City Hall \*  
 \* 109 Third Ave South \*  
 \* Franklin, TN 37065 \*  
 \* 615-791-3217 \*  
 \* 615-790-0469 (FAX) \*  
 \*  
 \*  
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As of 10.01.2010

Main Street

2nd Ave S

Church Street

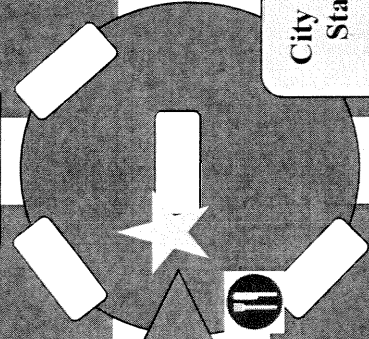
Bridge Street

4th Ave N

BBQ Teams  
2nd Avenue  
&  
Margin

Franklin  
Battle  
of the  
BBQ  
Tent

Drink Food



City Hall  
Stage

Kids  
Zone

Drink Food



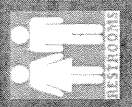
Five Points  
Stage

Drink Food

Festival Headquarters

Drink

Chili  
Tent



Grave Matters  
Cemetery  
Tours



**From:** [Nancy Williams](#)  
**To:** [Monique McCullough](#)  
**Cc:** [Tom Kiermaier](#); [Arlie](#); [Andy Marshall](#); [Whittemore, Francie](#)  
**Subject:** Re: Pumpkinfest application  
**Date:** Monday, August 16, 2010 10:55:17 AM

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Monique--

I've answered the questions below. I will not have a detailed map of the site by our meeting tomorrow but might be able to get that next week. Do you know if the parks or engineering departments has a map of the site that we could use as a starting point?

Nancy

----- Original Message -----

**From:** [Monique McCullough](#)  
**To:** [Nancy Williams](#)  
**Sent:** Monday, August 16, 2010 9:29 AM  
**Subject:** FW: Pumpkinfest application

Hey Nancy.

Just a follow-up...

We really need the things Anna requested prior to our meeting tomorrow so staff will have time to review.

\*time line of arrival/departure BBQ cookers - They will begin arriving at 8 a.m. Thursday, Oct. 28 and depart by noon Sunday, Oct. 31.

\*detailed map showing vendor locations - This will take a little time to layout, but will be done as soon as we know this will be the location. The size of the rigs vary from about 10x20 to 10x30 and there will be about 25 rigs.

\*plan for disposal of trash, coal, and grease - We are going to require a plastic tarp surface under all cooking areas and will provide containers for grease recycling and hauling.

\*utility needs - We have access to the electrical power at the pole, a licensed electrician who will install the boxes at that pole, and will be using generators on the site as well. We will need a water supply at the site. The hydrant at the corner would work. We will be installing a row of portable toilets at the site and will also need at least two dumpsters.

Thanks.

Monique

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**From:** Anna Shuford  
**Sent:** Monday, August 09, 2010 3:08 PM  
**To:** Monique McCullough  
**Cc:** Nancy Williams; Lisa Clayton  
**Subject:** RE: Pumpkinfest application

Monique,

As of today we can give Nancy permission to use the grounds at Bicentennial Park for 25 BBQ teams to occupy 20x30 foot space on the gravel lot and if they wish, as long as it is permissible from FIRE, they may erect a larger tent if needed for tastings.

Permission to use the pavilion *is not* being granted at this time due to the many safety issues facing us with the pavilion. I know Nancy has suggested in the email below that they would be willing to have the roof repaired and use cattle guard around the perimeters but anything done to the pavilion at this point would have to be "structurally permanent" and meet all codes requirements for improvements ( my last estimate for having this done so that we could begin to utilize the building was \$33,000).

Since this request was not a part of the initial Event Application, I would appreciate a written time line of arrival and departure of BBQ'rs, map of vendor locations, trash, coals and grease plan, are they staying on site all night, need power, need water, etc...and then we may need to meet with Nancy and the other (if any) departments that will be effected.

Call or email me if you have any questions. Thanks so much!

Anna

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**From:** Monique McCullough  
**Sent:** Monday, August 02, 2010 2:47 PM  
**To:** Anna Shuford  
**Subject:** FW: Pumpkinfest application

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**From:** Nancy Williams [mailto:nwilliams@historicfranklin.com]  
**Sent:** Monday, August 02, 2010 2:31 PM  
**To:** Monique McCullough  
**Cc:** Andy Marshall; Mary Pearce; frances.whittemore@comcast.net; Whittemore, Francie  
**Subject:** Pumpkinfest application

Dear Monique:

I would like to amend the Pumpkinfest application that has been submitted for the Oct. 30 event.

As currently shown, we would have Main Street from 1st to 5th Avenues, and nothing about the

street closure permit would change.

However, I would like to add a request to use of Bicentennial Park from Thursday, Oct. 28, through Sunday, Nov. 1, to stage the Memphis Barbecue Network sanctioned-BBQ contest "Franklin's Battle of the Barbecue."

On the application, we showed the teams working in a private lot owned by Jay Franks between 1st & 2nd Avenue. Now we have moved construction materials for the Franklin Theatre on that lot and it is going to be difficult to get all that cleaned off in time for the event.

The Bicentennial Park lot was our first choice, but it was scheduled to be a construction staging area for the Hillsboro Road project and unavailable for the date. We understand from the parks and engineering departments that it will not be needed for that project that soon.

We would have approximately 25 BBQ teams occupying 20x30 foot spaces on the gravel lot.

We would also like to discuss using the pavilion for tastings, but understand there are issues with debris falling from the roof and the drop-off from the back of the platform. We could look into several solutions, including tenting the areas under the roof, using cattleguard around the perimeters, and/or having the roof repaired. If there is no feasible way to use the pavilion, we would still like to request using the gravel areas only.

Please let me know if you would like a separate application submitted for use of Bicentennial Park, or just amend the one already submitted for Pumpkinfest. Any guidance with these issue also much appreciated, as always!

Nancy Williams  
Downtown Franklin Association  
Heritage Foundation of Franklin & Williamson Co.  
P.O. Box 807  
Franklin, TN 37065  
[nwilliams@historicfranklin.com](mailto:nwilliams@historicfranklin.com)  
615.591.8500 ext. 17  
fax: 615.591.8502



received  
7-26-2010

July 21, 2010

TO: Monique McCullough  
FROM: Nancy Williams  
RE: Pumpkinfest/Battle of the BBQ

Monique—Just want to add some explanation to the attached application for Pumpkinfest on Oct. 30.

We are asking to close segments of 4<sup>th</sup> Ave. N. and 4<sup>th</sup> Ave S. at 5 a.m. Friday, Oct. 29, as usual. These are the areas between Main Street and the parking garage and Main Street and the alley to set up food vendors and the chili cook-off tent.

We will also be using private property to set-up approximately 25 barbecue teams. This area is owned by Jay Franks and is the gravel lot between First and Second Avenues. The teams will be moving in Thursday, Oct. 28.

Other than the limited 4<sup>th</sup> Ave. closure on Friday morning to set up food vendors, we are seeking closure of Main Street from 1<sup>st</sup> Ave. to 5<sup>th</sup> Ave. at midnight Friday night. Remaining tents will be set up overnight for opening at 10 a.m. Saturday.

Adding the barbecue contest will add another large tent to the festival on East Main Street between 1<sup>st</sup> and 2<sup>nd</sup> Ave., but that will be set up Saturday morning.

Please let me know if you need additional information. I'm sure we'll have several discussions prior to the event!

The Heritage Foundation  
Board Member List & Staff List  
Year 2009 - 2010

		Mailing Address	Telephone			Fax	e-mail	Spouse	1st/2nd Term Ends
			Home	Work	Cell				
Teresa	Anderson	720 Murfreesboro Road Franklin, TN 37064	794-4030	936-2776	585-4030	936-2777	teresa.anderson@vanderbilt.edu	Danny	2009/2012
Julian	Bibb IV	314 Highland Avenue Franklin, TN 37064	794-9181	794-2123	337-6130		jlibibb@jlbworks.com	Debra	2010/2013
Jody	Bowman	1149 Lewisburg Pike Franklin, TN 37064	794-0244		476-0052		joseph.bowman@franklinsynergy.com	Giida	2011/2014
Laura	Bustetter	123 Pebble View Dr., Franklin, TN 37064		435-5355	642-0730		laura_bustetter@chs.net		2011/2014
Bryan	Echols	5016 Jackson Lane Brentwood, TN 37027	661-8921	782-2388	400-3123	742-4123	bryan.echols@stites.com	Laura	2010/2013
Michele	Evans	397 Lake Valley Drive Franklin, TN 37069	591-0803	370-8878	973-9018	377-6756	mlevans@valassis.com	Wayne	2009/2012
David	Garrett	4329 Columbia Pike Franklin, TN 37064	791-1824	244-4270	426-1411	244-4281	david@cpqgarrettlaw.com	Vivian	2008/2011
Ken	Green	589 Marigold Drive Franklin, TN 37064	429-1610	896-4045	429-1610	849-2217	kengreen@clearwire.net	Jennifer	2010/2013
Connie	Haley	5205 Stillhouse Hollow Rd., Franklin 37064	791-5640		476-2557	591-1702	connietaylor6@gmail.com	Carl	2012/2015
Ann	Johnson	c/o300 Mallory Station Rd#C6, Franklin 37067	715-1800	771-6602	500-1234	771-6686	aj@wastetechservices.com		2012/2015
Emily	Magid	1208 Hillview Lane Franklin, TN 37064	595-8021		479-7936	595-8022	emmyam@hughes.net		2009/2012
Andy	Marshall	120 4th Avenue So. Franklin, TN 37064	595-9255	794-5527	478-6445		andy@puckettsgrocery.com	Jan	Merchant
Rick	Moody	3290 Blazer Road Franklin, TN 37064	794-3282	791-0581	310-6355	794-6351	rmoody@farmersbancorp.com	Nancy	2008/2011
Linda	Moore	145 Second Ave. So. Franklin, TN 37064	794-9863		495-4261		1944linda@comcast.net	Kenneth	2009/2012
Robert	Moore	2406 Goose Creek Bypass, Franklin 37064	794-4155	791-4447	289-0231	791-4463	rnmcompany@aol.com		2010/2013
David	Morris	234 Fourth Ave. South Franklin, TN 37064	591-3296	599-2031	406-1233		dmorris861@gmail.com	Susan	2009/2012
Fred	Reynolds	510 South Margin Franklin, TN 37064	790-8101		390-5982		wfr@rockcity-gc.com	Linda	2010/2013
Bill	Powell	5395 Old Highway 96 Franklin, TN 37064	790-1940	390-4162	390-4162	790-0633	billpowell2@msn.com	Dale	2012/2015
Jay	Sheridan	1006 Fair Street Franklin, TN 37064	794-9893	261-1593	364-5143		jay@sheridanpr.com	Jessica	2008/2011
Cyril	Stewart	3319 West End Ste 200 Nashville, TN 37203	297-9148	322-4833		343-8388	cyril.stewart@vanderbilt.edu	Fran	2011/2014

**Officers:**

David Garrett	President
Jody Bowman	VP of Finance
Rick Moody	VP of Public Preservation
Connie Haley	VP of Private Preservation
Andy Marshall	VP of Main Street
Linda Moore	VP of Events & Fundraising
Emily Magid	VP of Membership & Development
Jay Sheridan	Secretary

Mary Pearce	Executive Director	<a href="mailto:mpearce@historicfranklin.com">mpearce@historicfranklin.com</a>	591-8500	Ext. 15	410 Watercross Drive, 37064
Nancy Williams	Main Street Program Director	<a href="mailto:nwilliams@historicfranklin.com">nwilliams@historicfranklin.com</a>	581-8500	Ext. 17	221 Third Avenue South, 37064
Kristy Williams	Membership & Development	<a href="mailto:kwilliams@historicfranklin.com">kwilliams@historicfranklin.com</a>	591-8500	Ext. 18	112 Brookfield Ave., N'ville 37205
Wendy Dunavant	Accounting	<a href="mailto:wdunavant@historicfranklin.com">wdunavant@historicfranklin.com</a>	591-8500	Ext. 13	PO Box 723, Franklin, 37065
Andrea Arnold	Vendor Relations Manager	<a href="mailto:aarold@historicfranklin.com">aarold@historicfranklin.com</a>	591-8500	Ext. 16	1806 Zurich Drive, Spring Hill, 37174
Rick Warwick	Historian	<a href="mailto:rwarwick@historicfranklin.com">rwarwick@historicfranklin.com</a>	591-8500	Ext. 14	3169 McMillan Rd., 37064

Internal Revenue Service

Department of the Treasury

P. O. Box 2508  
Cincinnati, OH 45201

Date: March 19, 2001

Person to Contact:  
Richard Owens 31-00913  
Customer Service Representative

Heritage Foundation of Franklin and Williamson  
County Tennessee  
% Mary Shearer Pearce  
PO Box 723  
Franklin, TN 37065

Toll Free Telephone Number:  
8:00 a.m. to 9:30 p.m. EST  
877-829-5500

Fax Number:  
513-263-3756

Federal Identification Number:  
23-7042596

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in April 1970, granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(2).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.