



Special Event Policy, Procedures, and Application

City Administration

Effective Date: January 1, 2024

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Special Event Permit Policy

I. Purpose

The purpose of the Special Event Permit Policy is to provide further information to the Article V in the City Code. The Special Event Permit is for City-owned properties only. This does not remove any aspect of the City Code.

II. Filing of an Application

Any person, firm, or organization that proposes to use City-owned property (outside of the Statesville Civic Center and Recreation and Parks) must fill out a Special Event Permit Application and return to the Deputy City Clerk no less than 60 days before the event.

The application must be completed in full for the City to elect to issue the permit.

A completed application includes:

- Application completed and signed
- If the organization is a nonprofit organization, the IRS Determination Letter.
- If the use of tents, the Fire Marshal Office Tent Permit Form.
- Liability insurance with \$1,000,000 of liability
- If a parade, then the Police Department Parade and Demonstration Permit Form
- A non-refundable application fee of \$50. This can be a check written out to the City of Statesville with Special Event Permit on the memo line.

Once your permit has been approved, you must provide a detailed layout of your event. Detailed Map must include demonstrating the street closures and where the vendors, stage, restrooms, and parking will be located.

III. Cost Recovery for Special Events (outside the Downtown Statesville Rental Area)

Events, not within the confines of the Downtown Statesville Rental Area, will be required to pay a reasonable fee for City Personnel involved in the permitting process, traffic control, fire safety, sanitation, or any other event support. These fees will be à la carte.

Fee schedule

Item	Private Events	Public Events
Street barricades	\$50	\$25
Trash & recycling totes	\$50	\$25
Electrical boxes	\$50	\$25
Fire inspection	\$75	\$30
Parade form	\$50	\$25
Off duty Police Officers	\$30 per hour	\$30 per hour

These fees will be per event, not per permit.

IV. Informing Businesses

Downtown Statesville Development Corporation will be informing downtown businesses of each event that is happening in downtown Statesville following its approval with the city. Businesses must receive a 30 day notice of events happening downtown.

V. Temporary Food Service Permits from Iredell Health Department

Food service operators are required to obtain permits to prepare and sell food at a special event, festival, or public exhibition from the local public health department. This is a \$75 fee that must be submitted by the Event Organizer at least 15 days prior to the event.

More information can be found at the Iredell County Public Health Department website [here](#).

VI. Courses for Volunteers to Take

The North Carolina State Fire Marshall has a free online course for Crowd Management. We recommend that your volunteers take this course found [here](#).

Dos and Don'ts for Special Events

DOs	DON'Ts
Advertise your event after receiving your permit	No throwing candy during a parade
Remove all signage at the end of the event	No confetti
Return trash/recycling totes to the W. Broad Street Public Parking Lot`	No Firearms or any weapons
Coordinate with DSDC regarding the Social District	No glass
Follow up with the Police Department to schedule off duty officers for your event	No pets or animals in the event area
Provide a layout map with vendors, food trucks, & stage to the Deputy City Clerk.	No damage to the streetscape/ landscaping
Have a great event!	No staked signage in the grass/planters



The Downtown Statesville Rental Area (DSRA) Information

I. The DSRA Information

Located on the edge of the Mitchell Historic District and the Downtown Historic District, the DSRA is the place to host events in Downtown Statesville. Between N. Mulberry Street and 226. This is a public area to host events in Downtown Statesville.

The DSRA is open to the public. For private events or street closures, the space must be reserved in advance and all rental guidelines followed. To reserve, please complete the City of Statesville Special Event Permit Application and list the DSRA as your street closure area.

Special Event Permit Applications, including all attachments, should be returned to the City Manager's Office within 60 days of the event. A non-refundable application fee of \$50 is due with the application.

Full fees are due prior to receiving the signed Special Event Permit.

II. Rental Fees

Rental fees are based on the user classification of the event, which are described below.

Tier 1

Any event where admission is charged, or any other compensation is realized. This would include a private event or public events.

Rental Fee: \$300

Tier 2

Any event where no admission is charged, nor any other compensation is realized. This tier would only include public events.

Rental Fee: \$150

III. Fees

- Fees are per event.
- Fees include: trash and recycling receptacles, existing electrical hook ups, generators, street barricades, and Fire Marshal's Office inspections.
- Off-duty police officers will be an additional fee.
- If you are requesting additional electrical panels, this would also be an additional fee.
- Events that currently are co-sponsored from the city will be grandfathered in without fees. All events going forward must fall into one of these tiers.

IV. Additional Guidelines

- Restroom Facilities

There are no public restroom facilities located within the DSRA. Event coordinators must provide restroom facilities for the participants.

- Parking

No vehicles, other than vendor vehicles, may park inside the DSRA. Public Parking areas must remain open and available at all times for public use.

Downtown Statesville Development Corporation will place no parking signs out 4 days before the street closure.

- Miscellaneous Safety

No glass containers, weapons, or illegal drugs are allowed.
Pets are not allowed in the event area, only on the sidewalk.

- Cancellation/Inclement Weather

If inclement weather prevents your use of the facility, you may reschedule your reservation. You must provide a written request to reserve the DSRA for an additional day.

- Clean Up

Trash must be placed in litter receptacles when the event is complete. Special Event Permits may be withheld if the DSRA is not cleaned up.

- Alcohol

An ABC Permit is required from the State Alcohol Commission.



Special Event Permit Application

I. General Information

Event Name: _____

Event Dates: _____

Note: If the event is more than 3 days in duration and not in the public right-of-way, you will also need a temporary event permit. Contact the Police Department at 704-878-3412 for more information.

Location: _____

If the event is a parade, please complete a route description form.

Set- Up Hours : Start: _____ End: _____

Dismantle Hours: Start: _____ End: _____

Estimated attendance _____ Basis on which the estimate is made _____

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: _____

Is the organization a non-profit? YES NO If so, please provide a copy of the IRS determination

Applicant Name: _____ Title: _____

Address: _____ City: _____ State: _____ Zipcode: _____

Phone number: _____ Email address: _____

On site contact: _____ Title: _____

Address: _____ City: _____ State: _____ Zipcode: _____

Phone number: _____ Email address: _____

III. Please provide a brief description and purpose of the event.

IV. Street Closure Request

Please provide a detailed map demonstrating your street closures including where your vendors and stage will go.

Option 1: _____

Option 2: _____

V. Event Details

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Does the Event involve the sale or use of alcoholic beverages?

If yes, has the ABC Permit been obtained

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Does the event involve the sale of food? If yes, contact the Iredell County Health Department.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Does the event involve the sale of non-food items?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Will there be musical entertainment? If yes, provide the following:

Number of Stages: _____

Number of Bands: _____

Amplification: _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Will there be any tents or canopies in the proposed event site?

If yes, please fill out the Fire Marshal's Office Tent Permit Application.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Will you provide portable toilets for the general public.

If yes, how many? _____ ADA compliance restrooms must be provided.

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Will you require electrical hook ups for the event?

Will you require generators for the event?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Will you require access to water for the event?

Please explain: _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Will fees be charged to vendors to participate in the event?

If so, please provide the amounts. _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Will inflatable parade balloons be used for the event?

If so, please provide details. _____

How many Trash and Recycling Containers are you requesting? _____

VI. Additional Information

How will parking be accommodated for the event?

Parking and buildings involved may be examined for ADA compliance.
You may be required to provide a shuttle if the event places undue demands on surrounding parking areas.

Information for Applicants:

- * Do not announce, advertise, or promote your event until you have your signed permit.
- * You will be required to notify property owners regarding the event.
- * No permanent alterations to the street will be permitted.
- * The Applicant shall be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City for the costs of providing on-duty law enforcement officers, to appropriately police street closures. For festivals, the Applicant shall be additionally responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City for the costs of providing city staff, including but not limited to: on-duty law enforcement officers, to provide internal festival security and for hiring and paying necessary emergency medical technicians.
- * The Permit Official, in consultation with the Statesville Police Department, shall determine the number of officers needed to appropriately police street closures and for internal security, and the number of emergency medical technicians needed, and the time when such services shall commence and end.
- * You must provide a map with vendor, tents, food trucks, and stage locations within 14 days of your event or your permit may be revoked.

Submitting the Application

Apply for this permit at least 60 days prior to your special event.

Return all documentation to:

Emily Kurfees, Deputy City Clerk
City of Statesville
227 S. Center Street
Statesville, NC 28677
704-878-3583
ekurfees@statesvillenc.net





Statesville Fire Marshal's Office

211 S, Center St., Statesville, NC 28687

Phone: (704) 878-3401

Fax: (704) 878-3465

SPECIAL USE PERMIT APPLICATION Temporary Tents or Air Supported Structures

Based on the definitions for a tent or membrane structure, the following information must be completed. This information is necessary in order to determine if certain fire code regulations will apply.

1. Is there any individual tent that is **ENCLOSED** with sidewalls greater than **800 sq. ft.**? ☐ Yes ☐ No
2. Is there any individual tent that is **OPEN** on all sides greater than **1800 sq. ft.**? ☐ Yes ☐ No
3. Are there multiple tents without sidewalls, placed side by side such that the total square footage of all the tents in this group exceeds **700 sq. ft** without **12 feet** of clear space (including ropes and stakes between all other temporary structures? ☐ Yes ☐ No
4. Are there any individual or groups of enclosed membrane structures exceeding **400 sq ft.**? ☐ Yes ☐ No

Open Flame Cooking Required: ☐ Yes ☐ No

Are combustible materials being used with this permit? (hay, straw, etc.) ☐ Yes ☐ No

Are 20 ft. emergency vehicle accesses provided to within 150 ft. of all points on perimeter of the tent/canopy/membrane structure? ☐ Yes ☐ No

Is the tent used as an on-site permanent structure? ☐ Yes ☐ No

The following items are **required** to be submitted with this application.

- Site plan is required showing location of each temporary structure (including square footage/dimensions/equipped with sides to enclose) on the property including distance separation from buildings, other tents, lot lines, the public right-of-way, and emergency vehicle access.
- Identify how each temporary structure is to be used (cooking / type of vendor / assembly / sales)
- Indicate occupant load based on following square footage (SF) per person / 5 SF standing / 7 SF seated. / 15 SF seated with tables. If occupant load is greater than 50 persons provide dimensioned floor plan showing seating, tables, exit aisles, exit locations, exit widths and equipment in tent/canopy.
- Aisles shall be free of obstructions with clearances of at least 44 inches provided.
- Must meet all special applicable requirements of Chapter 31 NCFPC for larger tents (call for details).
- A re-inspection fee will be applied for failure to meet the listed requirements.
- Tent/canopy/membrane structure must be maintained in good condition and adequately roped, braced and anchored to withstand the elements of weather and prevent collapsing. Ropes, guy wires, etc. must be readily visible to minimize trip hazard.

- All open flames and other devices emitting flame, fire, heat or any flammable or combustible liquids, gas, charcoal, or other cooking devices shall be maintained at least 20 ft. away from tent/canopy (This does not include operations such as warming of foods and similar operations that use solid flammables, butane or other similar devices which do not pose an ignition hazard).
- Smoking is prohibited in the tent/canopy and **NO SMOKING** signs shall be posted.
- Ensure that a mounted minimum 5 lb. ABC fire extinguishers is available for every 75 feet of travel

These answers have been given to the best of my ability and knowledge. I hereby understand that any answers deliberately falsified or misrepresented shall be justification for revocation of permit and subject to fines.

Applicant Signature

Print Name

Date



PARADE/PUBLIC DEMONSTRATION PERMIT APPLICATION

1. This application must be filed with the Chief of Police no less than seven (7) days, nor more than ten (10) days before the date on which it is proposed to conduct the parade or public demonstration.
2. All blanks must be filled in with an answer or the words "not applicable" where appropriate, before consideration will be given to approval of this permit application. Failure to comply may result in unnecessary delays in permit issuance.
3. Applications filed on behalf of or for any person other than the applicant named herein shall require a communication in written form from the actual person proposing to hold the parade or public demonstration, authorizing the applicant to apply for the permit on their behalf.
4. The Chief of Police may require additional information which he finds reasonably necessary to make a fair determination as to whether a permit should be issued.
5. You must attach to this application a diagram, drawing, map or facsimile thereof which demonstrates and clearly explains the exact location of any and all points of preparatory assemblage, route of travel by parade or march, or parameters, including footage, associated with a public demonstration location.
6. The Chief of Police cannot and will not issue permits for parades, marches, assemblies, or public demonstrations on privately owned property.

Application is hereby made to the Chief of Police, City of Statesville, North Carolina, for a permit to conduct a parade, march, public assembly or public demonstration and to that end the following information is hereby submitted:

Event applied for: _____

Purpose: _____

Applicant's full name: _____
Last, First, Middle

Applicant's address: _____
Street, City, State, Zip Code

Applicant's telephone number: _____

Applicant's Social Security or Driver's License number: _____

Organization represented: _____

Organization's address: _____
Street, City, State, Zip Code

Organization's telephone number: _____

Organization Representative's full name: _____
Last, First, Middle

Representative's Social Security or Driver's License number: _____

Parade/Public Demonstration responsible Person's full name: _____

Responsible Person's address: _____
Street, City, State, Zip Code

Responsible Person's telephone number: _____

Responsible Person's Social Security or Driver's License number: _____

Date(s) to be conducted: _____

Route to be traveled including starting point and termination point: _____

Location of assembly or public demonstration:

Number of persons to be involved: _____

Number and description of any animals to be involved:

Number and description of vehicles involved:

Time parade/public demonstration will begin and terminate:

Will parade occupy all or a portion of the entire width of streets to be traveled by parade?

Street locations to be used for assembly areas prior to parade or demonstration:

Time which persons/units will begin to assemble as said staging areas

Interval of space to be maintained between units of the parade or public demonstrators:



Applicant's Signature

Date

Signature of Receipt
Chief or Assistant Chief of Police

Date



Recreation & Parks Special Event Permit Policy

I. Purpose

The purpose of the Special Event Permit Policy is to provide further information regarding Article V in the City Code. The Special Event Permit is for City-owned properties only. This does not remove any aspect of the City Code.

II. Filing of an Application

Any person, firm, or organization that proposes to use a City Recreation & Parks facility for public events must fill out a Special Event Permit Application and return it to the Recreation & Parks Administrative Office no less than 30 days before the event.

- Applications submitted less than 30 days before an event (but not less than 14 days before an event) may be considered but will be subject to a \$25 non-refundable late fee.
- Applications submitted less than 14 days before an event will not be considered for approval.

The application must be completed in full for the City to elect to issue the permit.

A completed application includes:

- Application completed and signed.
- If the organization is a nonprofit organization, the IRS Determination Letter.
- If using tents, the Fire Marshal Office Tent Permit Form.
- A non-refundable application fee of \$25. If the event is approved, the application fee can be applied to the overall facility rental cost (event cancellation will not result in a refund of the application fee).

III. Liability Insurance

Upon contingent approval of a submitted application, event organizers will be required to obtain liability insurance for the event with \$1,000,000 of liability coverage with the City of Statesville listed as a co-insured. The co-insured should be listed as...

**City of Statesville
301 South Center St.
Statesville, NC 28677**

Liability Insurance Continued

Event specific liability insurance can be purchased through most local insurance agencies. If you are an organization that already has liability insurance for your organization, we recommend contacting your current insurance provider for assistance.

IV. Event Layout

You must provide a detailed layout of your event. Detailed maps must include demonstrating where the vendors, stage, restrooms, etc. will be located.

V. Security Deposit

A \$100 Security Deposit will be charged for all special events. The security deposit can be refunded post event via mailed check as long as no City facilities have been damaged during the event and the City properties have been left clean and free of trash.

VI. Cost Recovery for Special Events requiring City services in City Parks

Events at Statesville Recreation & Parks properties will be required to pay a reasonable fee for City Personnel involved in the permitting process, traffic control, fire safety, sanitation, or any other event support. These fees will be à la carte.

Fee schedule for City Services (if applicable)

Item	Private Events	Public Events
Facility rental fees	Applicable fees	Applicable fees
Admission charged	\$50	N/A
Inflatable Fee	\$25	\$25
Street barricades	\$50	\$25
Trash & recycling toters	\$50	\$25
Fire inspection	\$75	\$30 (if applicable)
Off duty Police Officers	\$30/ hour (non-holiday)	\$30/ hour (non-holiday)

These fees will be per event, not per permit.

- Decisions regarding Police presence at an event and the number of necessary officers will be determined by the Statesville Police Department and Statesville Recreation & Parks Department. Events that are not determined to require Police Officers may still request Police presence with the associated applicable fees.
- Inflatable vendors must also provide proof of current liability insurance. The Recreation & Parks Department maintains a list of vendors that have up-to-date liability insurance on file with the department. You may contact the department for a list of current vendors, or for information on how to have a new vendor added to the list.

VII. Sale of food at Special Events

Any vendors or organizations selling food at special events on City property must be properly licensed. Food service operators are required to obtain permits to prepare and sell food at a special event, festival, or public exhibition from the local public health department. New permits for non-licensed vendors include a \$75 fee that must be submitted by the Event Organizer at least 15 days prior to the event to the health department.

For more information, please reference the Iredell County Health Department website at iredellcountync.gov/214/Environmental-Health. Vendors and organizations selling food without proper documentation could result in those vendors being shut down at the event.

VIII. Facility Rental Rules & Regulations

Do not advertise your event until you have received permit approval.

All trash and recycling must be cleaned up from facility grounds and placed in the appropriate receptacles and/or removed from the facility (this includes restrooms).

Alcohol is not permitted in City facilities without prior written approval and necessary permits and documentation.

Firearms or any weapons are not permitted at any special events.

Confetti, powdered substances, glitter, or decorations that leave residue are not permitted on City property.

Staked signage or banners are not permitted without prior approval from the Recreation & Parks Department.

Any pre-approved signage must be removed at the end of the event.

Glass is not permitted in any City parks.

Vehicles (motorized) are not permitted outside of designated parking areas.

Vehicle “burnouts” are not permitted. Evidence of tire marks as a result of an event will result in forfeit of security deposit and inability to rent City facilities in the future.

The allowance of pets at special events must be pre-approved by the Recreation & Parks Department and, if permitted, must remain on a leash at all times.

The use of drones and other aerial equipment must be pre-approved by the Recreation & Parks Department.

Amplified music is permitted, but all events are subject to local noise ordinances. Complaints received could result in Police response.

Other rules and regulations may apply based on the facility being used for an event.



Application for Special Events Permit at a Recreation & Parks Facility

Applications should be received at least 30 days in advance of an event. Applications submitted less than 30 days before an event (but not less than 14 days before an event) may be considered but will be subject to a \$25 non-refundable late fee. Applications submitted less than 14 days before an event will not be considered for approval.

I. General Information

EVENT NAME: _____

EVENT DATE(S): _____

Note: If event is more than three days in duration, and not in the public right-of-way, you will also need a temporary event permit. Contact Police Dept (878-3412) for more information.

LOCATION: _____

SET-UP TIME: _____

EVENT HOURS: _____

DISMANTLE HOURS: _____

EST. ATTENDANCE: _____

Comprehensive General Liability Insurance coverage of \$1,000,000 with the City of Statesville listed as a certificate holder will be required upon contingent approval of application.

II. Applicant and Sponsoring Organization Information

ORGANIZATION NAME: _____

NON PROFIT?	<u>No</u>	<u>Yes</u>	If yes, are you <u>501c(3)</u>	<u>501c(6)</u>	Place of Worship
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NAME: _____ TITLE: _____

ADDRESS: _____ CITY : _____ STATE: _____ ZIP _____

PHONE: _____ EMAIL: _____

III. Description of Event

V. Event Details

YES NO

- ☐ ☐ Does the event involve the sale or **use of alcoholic beverages**?
If yes, has the ABC permit been obtained? Yes ☐ No ☐
- ☐ ☐ Does the event involve the **sale of food**? If "Yes", has the health department been notified? _____
- ☐ ☐ Does the event involve the **sale of non-food items**?
- ☐ ☐ Will there be **musical entertainment** at your event? IF "YES" provide the following information:
of Stages: _____ # of Band(s): _____ Amplification? Yes ☐ No ☐
You may be required to perform a pretest for compliance with the noise ordinance.
- ☐ ☐ Will there be any tents or canopies in the proposed event site? Approx. number of tents _____
Will any tent exceed 400 sq. feet in area? Yes ☐ No ☐
- ☐ ☐ Have you completed the Fire Marshall's Office Tent Permit Application?
- ☐ ☐ Will you provide **portable toilets** for your event? If so, how many? _____
- ☐ ☐ Will you require **electrical hookup** for the event? Generators? Yes ☐ No ☐
- ☐ ☐ Will you require **access to water** for the event? Explain _____
- ☐ ☐ Will **admission fees** be charged to attend this event? Cost of tickets? _____
- ☐ ☐ Will **fees be charged to vendors** to participate in this event? Cost per vendor? _____
- ☐ ☐ Will **signs and/or banners** be displayed as part of the event?
- ☐ ☐ Will **inflatables (i.e. bounce houses)** be used at the event? If so, how many? _____
- ☐ ☐ Have you included a **detailed map** of the event layout?
- ☐ ☐ Will you be allowing **leashed pets** at your event?

How will trash be contained and removed during and after the event? **The applicant is responsible for making sure that the park is left clean and all trash has been picked up.** _____

- ☐ ☐ Will you require additional **trash or recycling toters** for the event?

How will **parking** be accommodated for this event? _____

Apply for this permit at least 30 days prior to your special event.

Return to:

**City of Statesville Recreation & Parks Department Administrative Offices
1875 Simonton Rd., P.O. Box 1111, Statesville, NC 28687
Telephone: (704) 878-3429
Email Address: srpd@statesvillenc.net
Fax: (704) 871-0008**

VIII. Special Information for Applicants

- Do not advertise your event until you have received permit approval.
- If applicable, the applicant shall be responsible for hiring and paying off-duty law enforcement officers. The Statesville Police Department and the Recreation & Parks Department, shall determine the number of officers needed for internal security, and the time when such services shall commence and end.
- Alcohol is not permitted in City facilities without prior written approval and necessary permits and documentation.
- Confetti, powdered substances, glitter, or decorations that leave residue are not permitted on City property.
- All trash and recycling must be cleaned up from facility grounds and placed in the appropriate receptacles and/or removed from the facility (this includes restrooms).
- Firearms or any weapons are not permitted at any special events.
- Staked signage or banners are not permitted without prior approval from the Recreation & Parks Department.
- Any pre-approved signage must be removed at the end of the event.
- Glass is not permitted in any City parks.
- Vehicles (motorized) are not permitted outside of designated parking areas.
- Vehicle "burnouts" are not permitted. Evidence of tire marks as a result of an event will result in forfeit of security deposit and inability to rent City facilities in the future.
- The allowance of pets at special events must be pre-approved by the Recreation & Parks Department and, if permitted, must remain on a leash at all times.
- The use of drones and other aerial equipment must be pre-approved by the Recreation & Parks Department.
- Amplified music is permitted, but all events are subject to local noise ordinances. Complaints received could result in Police response.
- Other rules and regulations may apply based on the facility being used for an event.

I have read and been informed about the content, requirements, and expectations of the City of Statesville Recreation & Parks Special Events Permit.

I agree to abide by the permit guidelines and acknowledge my responsibility as the event host if permit guidelines are violated.

Applicant Signature:

FOR INTERNAL USE ONLY:

Application and fee received:

Application approved:

Application denied:

City of Statesville Special Event Fees

Downtown Rental Area

Application	\$50
Tier 1 (admission)	\$300
Tier 2 (no-admission)	\$150

Tier 1 and 2 fees include the standard provision of City services for events in this area with the exception of adding electrical panels the the event space. This service would be fee'd seperately.

Outside Downtown Rental Area

Fee	Private Event	Public Event
Application	\$50	\$50
Barricades	\$50	\$25
Trash & Recycling toters	\$50	\$25
Fire Inspection	\$75	\$30
Off Duty Police Officer	\$30/hour (non-holiday)	\$30/hour (non-holiday)
Parade form	\$50	\$25
Security Deposit	\$100	\$100

SRPD Facilities

Fee	Private Event	Public Event
Application	\$25	\$25
Late application fee	\$25	\$25
Facility rental	applicable fees	applicable fees
Admission Charged	\$50	N/A
Inflatables	\$25	\$25
Barricades	\$50	\$25
Trash & Recycling toters	\$50	\$25
Fire Inspection	\$75	\$30 (if applicable)
Off Duty Police Officer	\$30/hour (non-holiday)	\$30/hour (non-holiday)
Security Deposit	\$100	\$100