



City of Paris Downtown Alley Use Permit Application

SUMMARY OF EVENT

EVENT INFORMATION Date of Application: _____
Name of Event: _____
Date of Event: _____
Name of Sponsoring Organization: _____
Non-Profit For Profit
Other (please describe): _____

CONTACT INFORMATION Contact person for event: _____
Address: _____
Work Phone: _____ Cell Phone: _____
Home Phone: _____ Email: _____

EVENT DETAILS Alley: North West East
Estimated Daily Attendance for this event: _____
Estimated Total Attendance for this event: _____
Your charge, entry fee or donations to participants for your event: _____
Time Set Up Begins: _____ Time Event Begins: _____ Time Event Ends: _____
Description of Event: _____

EVENT INFRASTRUCTURE

Please check the following applicable items regarding your event:

- | | |
|--|---|
| <input type="checkbox"/> Entry fee or donations | <input type="checkbox"/> Signs and banners (day of event only) |
| <input type="checkbox"/> Sales of goods or merchandise, etc. | <input type="checkbox"/> Selling/distributing 4 or more kegs/half barrels beer/wine |
| <input type="checkbox"/> Sales of food – prepared or pre-packaged | <input type="checkbox"/> This event may attract more than 250 persons per day |
| <input type="checkbox"/> Service of food to participants | <input type="checkbox"/> Bleachers or other fixtures |
| <input type="checkbox"/> Food cart | <input type="checkbox"/> Filming/Movie Production |
| <input type="checkbox"/> Amplified sound or music (see attached noise ordinance) | <input type="checkbox"/> We will be using tents (explain how they will be anchored) |
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Contact Person on Day of Event and Cell Phone Number: _____

Describe proposed restroom facilities: _____

Electricity: Yes No If so, where will electricity be accessed: _____

Wastewater disposal: Describe wastewater disposal systems from food booths and toilets: (special Note: No wastewater shall be disposed of in storm sewers) _____

Solid Waste: Describe how grease, charcoal, or other cooking and solid waste will be disposed of: _____

Surface Protection: During service and preparation of food, how will the street, sidewalk, or other surfaces be protected?

It is advised that some sort of covering or barrier be provided specifically under grease producing equipment. It is also advised that a spill kit be on hand to handle any grease spills that may occur. A spill kit should consist of kitty litter or sand, paper toweling, bags for disposal of sand/litter, scoops, etc. As the event coordinator it is your responsibility to ensure that vendors do not damage city surfaces.

COMPLETE APPLICATION INCLUDES

Complete applications are required 45 days prior to any event (60 days is recommended) in order to obtain approvals. Application will not be accepted without complete information and documentation. Complete application includes:

- Event Information (included above)
- Proof of Insurance: Dependent on the event, the City of Paris has the right to require liability insurance. An event sponsor shall be required to provide a valid certificate of Insurance evidencing limits of liability and in the name City of Paris; 100 North Caldwell; Paris, TN 38242 as an additional insured and certificate holder.
- Layout/map of event and any necessary barricades

HOLD HARMLESS AGREEMENT

The applicant agrees to hold harmless, indemnify and defend, at no cost to the City, the City of Paris, its employees, agents, representatives and elected city officials, for any and all claims, demands, suits, losses, costs, expenses (including attorney fees), or any other type of damages, that result from the Special Event.

Applicant is responsible for any and all losses or claims that are in any way connected to their Special Event.

I also certify by my signature below that I am a duly qualified representative of my organization and authorized to sign this hold harmless agreement.

Applicant Signature: _____ Date: _____

Approvals

City Manager or City Manager's Designee: _____ Date: _____

Chief of Police or Designee: _____ Date: _____

Fire Marshal: _____ Date: _____

Agreement

Event contact/organizer agrees to the above policies and will follow all rules and regulations for their event. Contact/organizer agrees to take full responsibility for any damages occurred during this event.

Authorized Organizer/Contact Signature: _____ Date: _____

Rules and Regulations

A City of Paris Alley Permit Application must be completed and approved for exclusive use of the downtown alleys.

- **Decorating:** Anything involving the buildings adjacent to the alleys must be arranged prior to the event with individual property owners. Any decorating using tape, adhesives, etc. must be approved by each private property owner.
- **Food/Catering:** User is responsible for making sure vendors protect the ground surfaces and hauls away all waste from food preparation (i.e. grease, oil, food remnants, etc.)
- No open flames are allowed in the alleys. Fire extinguishers are required for each food vendor.
- Political groups, marches or demonstrations need to contact the Paris Police Department at 731-642-2424.
- Any group serving alcohol must meet all State of Tennessee and local regulations.
- The following are not allowed in the alleys:
 - ✓ Animals
 - ✓ Inflatables
 - ✓ Amusement Rides
 - ✓ Fireworks
 - ✓ Overnight Camping

Noise Ordinance

10-229. Anti-noise regulations. Subject to the provisions of this section, the creating of any unreasonable loud, disturbing and unnecessary noise within the corporate limits is prohibited. Noise of such character, intensity, or duration as to be detrimental to the life and health of any individual, or in disturbance of the public peace and welfare is prohibited. (1) Miscellaneous prohibited noises enumerated.

The following acts, among others, are declared to be loud, disturbing and unnecessary noises in violation of this section, but this enumeration shall not be deemed to be exclusive, namely:

(a) Blowing horns. The sounding of any horn or signal device on any automobile, motorcycle, bus, streetcar, or other vehicle while not in motion except as a danger signal if another vehicle is approaching, apparently out of control, or if in motion, only as a danger signal after or as brakes are being applied and declaration of the vehicle is intended; the creation by means of any such signal device of any unreasonably loud or harsh sound; and the sounding of such device for an unnecessary and unreasonable period of time.

(b) Radios, phonographs, etc. The playing of any radio, phonograph or any musical instrument or sound device, including but not limited to , loud speakers or other devices for reproduction or amplification of sound, either independently of or in connection with motion pictures, radio or television, in such a manner or with such volume, particularly during the hours between 11:00 p.m. and 7:00 a.m., as to annoy or disturb the quiet, comfort or repose of persons in any office or hospital, or any dwelling, hotel or other type of residence, or of any person in the vicinity.

(c) Yelling, shouting, hooting, etc. Yelling, shouting, hooting, whistling, or singing on the public streets, particularly between the hours of 11:00 p.m. and 7:00 a.m., or at any time or place so as to annoy or disturb the quiet, comfort or repose of any persons in any hospital, dwelling, hotel or other type of residence or any persons in the vicinity.