

“COASTAL HIGHLAND GAMES”

- Applicant: Chris Trout
Native Sons Promotions
- When: March 9, 2019
- Time: 8:00 am. - 5:00 p.m.
- Where: Burroughs & Chapin Pavilion Place
- Set-up: March 8, 2019
- Take Down: March 10, 2019
- Expected Attendance: 6000
- Road Closures: None
- SE Committee Vote: Unanimous Approval

APPLICATION FOR SPECIAL EVENTS PERMIT

Within the City of Myrtle Beach, SC

(Please print legibly or type)

(Must be submitted 30 days prior to the event)

1. Name of Activity/Event: Coastal Highland Games

2. Type and Purpose of Event: Traditional Highland Games and festival to celebrate the Scottish culture and heritage

3. Location of Event: Burroughs and Chapin Pavilion Place 821 North Ocean Blvd

4. Organization: NS Promotions and Events

5. Applicant: Chris Trout

6. Chris Trout NS Promotions and Events PJ Bernacki

Primary contact person

Alternate contact person's name

1519 Executive Ave Myrtle Beach

1519 Executive Ave Myrtle Beach

Primary address

Alternate address

843-448-0585

843-448-0585

Primary telephone/fax number

Alternate telephone/fax number

ctrout@nspromos.com

pjb@nspromos.com

Primary email address

Alternate email address

7. Date(s) of event: March 9th 2019 Hours of operation: 8AM to 5PM

8. Date of set-up: March 8th 2019 Take Down Completed By: March 10th

9. Expected attendance: 6000 people

10. Charitable Benefactor (if applicable): To be determined

Is group a non-profit organization: ☐ Yes ☐ No If yes, attach copy of 501 IRS letter.

If no, what portion of proceeds will go to charitable organizations: _____

11. How will you publicize the event?

Social Media, Radio, TV, and print media

12. Are public funds being used? ☐ Yes ☒ No

13. Does the applicant intend to gate the event and charge an admission fee: ☒ Yes ☐ No

If so, please detail the amount of the fee and describe as to how the event will be gated: _____

The entrance fee will be \$ 7 and the event will be gated during the entire event

14. Entertainment Description (show on site plan): Band, DJ, Traditional Dance, Pipe and Drum Band

Speakers/microphone needed: ☐ Yes ☐ No Electrical hook-ups needed: ☒ Yes ☐ No

15. Is a fireworks display planned in conjunction with this event? ☐ Yes ☒ No

(Fireworks displays require a SC State Permit obtained by a SC Licensed Pyrotechnician.)

The fee of approximately \$300 - \$600 is based upon when the permit is issued.
(15 or more days prior to the event \$300; 14 days or less \$600).

16. To what extent has the applicant communicated with adjacent property owners, and what responses have been received? Acquired the lease for the event from DRC

17. Signage: Will any signs, banners or pennants be posted or hung? Describe the proposed location(s) and include specific details on site plan. _____

Yes, Signage will be posted at Entrance

18. Parking requirements:(show on site plan): No. of spaces available _____ No. of handicap _____
If required, has permission been granted for use of Event location by entity other than the City of Myrtle Beach? ☐ Yes ☐ No If yes, please attached proof of authorization.

19. Alcohol:

Will alcoholic beverages be made available to the public? ☒ Yes ☐ No

If yes, provide the following information:

What type of alcohol will be made available? ☒ Spirituous Liquor ☒ Beer ☒ Wine

List the exact locations and times for alcohol sales:

Location: On gated event grounds Times: 8AM to 4PM

Have the City and State permits been applied for and/or obtained? ☒ Yes ☐ No

*Permits approved for the events will be amended if ABC permits are not granted. Applicants are required to provide proof of issuance before the event.

Do the alcohol vendors presently hold a license for on-premise consumption? ☐ Yes ☐ No

If so, Name Better Brands Address _____

Telephone _____

If alcohol will be sold or given away, and the vendor is not a license holder for on-site consumption, list the person(s) who will apply for the alcoholic beverage license:

If so, Name NS Promotions Address _____

Telephone _____

The applicant agrees that all alcohol sales at the event will cease no later than one hour before the scheduled end of each day of the festival. ☒ Yes ☐ No

20. Parades:

Is there a parade planned with this event? ☐ Yes ☒ No

If yes, please state the day, time, location, and anticipated number of participants, routes, times, staging area, disbanding area, review stand, and alternate dates: _____

(If the parade is planned for state or municipal roads, please provide written permission or approval from SCDOT and/or the City of Myrtle Beach.)

21. Vendors:

Will vendors be present at this event ? ☒ Yes ☐ No

If yes, describe in detail on a separate sheet the number of vendors involved, specify the goods or services being vended and indicate whether the vendors are specifically contracted or regularly

licensed. Please indicate exact location of vendors on the site plan.

22. FOOD SERVICE:

Will food be prepared at this event? ☒ Yes ☐ No

If yes, describe in detail on a separate sheet how the food will be prepared, type and location of cooking appliances and type of fuel to be used for cooking.

23. Prior Events:

Is this a first time event? ☒ Yes ☐ No

Has this event occurred five (5) or more times in the preceding years? ☐ Yes ☐ No

If so, please list the years: _____

24. Emergency Medical Services:

An approved EMS plan is required to receive a permit for the event.

Please attach appropriate documentation (attach additional pages as necessary).

(Call City of Myrtle Beach Fire Department at 918-1109 for questions.)

25. Security Plan:

(Call City of Myrtle Beach Police Department at 918-1366 for questions.)

Has the Police Department approved a security plan? ☒ Yes ☐ No

Detail your security plans during event. (attach additional pages as necessary).

(The plan shall specify

- a. The number of POST-certified off-duty law enforcement personnel and private security guards which the applicant plans to hire – where the number of off-duty law enforcement personnel shall be the same or more than the number of private security guards.
- b. The arrangements the applicant has made for hiring them.
- c. Details of the plan for payment.

If no, you must engage qualified security consultants to provide the Police Department with a security plan for approval. A security plan must be approved in order to receive a permit for this event.

If yes, please attach appropriate documentation.

26. Cleanup of Event Area:

Detail your plan to keep site and adjacent public and private property free of trash and debris generated by this activity: _____
Vendors will be responsible for their own clean up, trash receptacles will be on site as well as a private dumpster

If using a private sanitation company, give name, contact person and telephone number: _____
To be determined

Will additional trash receptacles need to be placed in the event area? ☐ Yes ☒ No If Yes, please contact the City of Myrtle Beach Solid Waste Division (843-918-2160), and they will assist in determining the number of receptacles needed as well as the cost for providing the additional service. If this service is used, payment is due five (5) days before the event.

27. Street Closings:

(Please attach documents from SCDOT and/or City of Myrtle Beach authorizing this closure.)

Streets to be closed: None

Day/Dates: _____

Closing Time: _____

Opening Time: _____

28. Insurance: (Certificate of Insurance to be sent to City of Myrtle Beach Risk Department; for questions call 918-1007.)

- 1) Coverage shall be written on an occurrence basis and provide Premises/Operations: Independent Contractors: Products/Completed Operations: Contractual and Broad Form Property Damage.
- 2) Minimum Limits of Liability will be \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- 3) The City of Myrtle Beach shall be named as "additional insured" and the policy endorsed to require that the City be provided thirty (30) days written notice of coverage modification or cancellation.
- 4) A certificate of insurance will be provided to the City ten (10) days prior to the beginning date of the event permitted herein.
- 5) Additional limits or coverages may be required by the Risk Manager to address specific special or unusual hazards.

29. Special Requirements:

Are there any special or unusual requirements that may be imposed or created by virtue of the proposed event activity? ☐ Yes ☒ No

If Yes, please explain: _____

SITE PLAN

(The site plan must accompany your Special Event application or the application will be considered incomplete and returned to the applicant.)

Site Plan Size Requirement:

The City may be able to provide a base map of the area upon request.

Must be presented on 8 1/2" x 11" letter size paper

Site Plan must include the following:

- 1) Location and number of all structures with respect to the existing buildings, property lines, roads and walkways, to include
 - ☐ Tents/detail description of size/state if tent is fully or partially enclosed/number of tents; Indicate activity in each tent.
 - ☐ Grandstands/size/capacity
 - ☐ Stage – include electrical hook-ups and engineer certification
 - ☐ All electrical hook-ups/generators
 - ☐ All speakers/hook-ups
 - ☐ Vendor booths, size and description of goods sold
 - ☐ Refreshment stands
 - ☐ Restroom accommodations (include number of handicap accessible); please advise if you will require a source of potable water.
 - ☐ Tables
 - ☐ Trash and recycling receptacles
 - ☐ Signs with size indicated (must identify all signs visible from public roadway)
 - ☐ Parking areas/include handicap spaces available and number
 - ☐ Vehicle/trailer locations
 - ☐ Perimeter fencing, barricades, barriers, and all entry/exit points.

Additional applications/licenses or permits required:

- 1) Tent permit from City Construction Services Department (843-918-1111).
- 2) Business licenses from City Business Office for all vendors (843-918-1151). (The business license form is also available on the City website.
- 3) Liquor license and/or beer/wine license from the State of South Carolina.
- 4) Street closure permits from SCDOT and/or the City of Myrtle Beach.

REVIEW YOUR APPLICATION PRIOR TO SUBMITTAL !!

Please fill out the application completely. All applications are considered new and "same as last year" is not an appropriate answer. A complete application includes the required site plan of the correct size and security plans described herein.

By my signature below, I certify that I have actual authority to make this application, and to bind the organization, if any, sponsoring the event, and that I, or the organization, will be financially responsible for any costs or fees that may be imposed for the Event.

Date Submitted: 12/3/2018 Signature of Applicant: 

COASTAL HIGHLAND GAMES 3/09/19



Security Plan

Coastal Highland Games

Hosted by NS Promotions and Events

March 9th, 2019

Myrtle Beach Coastal Highland Games hosted by Native Sons Promotions and Events will take place at the Burroughs & Chapin Pavilion site on Ocean Blvd.—the applicant has secured a sublease from the Downtown Redevelopment Corporation.

Set up will begin Friday, March 8th, 2019 and the event's operational hours will be Saturday March 9th 8am-5pm. The event is open to the public to attend and spectate, there will be an entrance fee. Along with the applicant's staff/volunteers, security during operational hours will be provided by the Myrtle Beach Police Department to patrol the event grounds and control crowds/traffic as necessary. The applicant will hire **Two (2) certified police officers** to serve in an off-duty capacity for event security as well as EMS staff.

The applicant or event vendors may hire private security for the protection of goods/merchandise during operational or non-operational event hours. The applicant's staff and volunteers will be responsible for the enforcement of any City or event policies, including alcohol and admission policies.

The applicant will obtain temporary beer/wine permits from the SC Department of Revenue for the public property venues. The applicant will provide a list of names for all staff and volunteers who will be involved with alcohol service at public property venues. The training certifications will be approved by the SC Department of Revenue. The list of names, training certifications and alcohol permits will be on file with the MBPD Events Coordinator 14 days prior to the event.

The portion of the grounds for serving and consuming alcohol will be secured by temporary fencing and NS Promotions and Event staff will be posted at each entrance to ensure that alcohol beverages do not leave the permitted area—signage will also be placed around the barricade warning attendees that alcohol is not allowed outside the permitted area or the event grounds. The applicant will provide servers who are trained and certified in the proper service of alcoholic beverages. The applicant will provide personnel to verify the age of all participants and all participants over the age of 21 will be issued a visible marker (stamp, wristband, etc.). The applicant, or his designee, will enforce these rules. Any refusal to comply with these rules from a guest will result in a trespassing warning and immediate removal from the event property by security.

The applicant will have cash management policies in place that require cash drops and bank deposits at predetermined times. Outside vendors will be responsible for their own cash management.