



TOWN OF YEMASSEE SPECIAL EVENT PERMIT APPLICATION

Town of Yemassee
Attn: Administration Department
101 Town Circle
Yemassee, SC 29945-3363
(843)589-2565 Ext. 3
www.townofyemassee.org

Applicant Information	
Applicant Name:	Organization Name:
Town of Yemassee Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, home address:	Sponsor Name:
Mailing Address:	Town Business License #:
	Non-Profit 501 or 503 Organization? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, attach supporting documentation verifying non-profit status [e.g. letter from IRS])</i>
Mobile Phone #:	Federal Tax ID #:
Alternate Phone #:	E-mail:
Function Information	
Function Name:	
Facility(s) Requested:	
<input type="checkbox"/> Yemassee Community Center	<input type="checkbox"/> Willis St Basketball Court
<input type="checkbox"/> Municipal Complex Ballfield	<input type="checkbox"/> Moore's Park
<input type="checkbox"/> Harold's Field (Pocotaligo Rd) Town Staff handle Concessions	<input type="checkbox"/> Other:
Set Up Date(s):	Set Up Start Time:
Function Start Date(s):	Function Start Time:
Function End Date:	Function End Time:
Breakdown Date(s):	Breakdown End Time:
Open to the Public: <input type="checkbox"/> Yes <input type="checkbox"/> No	Fundraiser: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, beneficiary:
Music: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, check all that apply:	Admission/Participation Charge(s) and/or Fee(s):
Live: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Acoustic: <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, list amount(s):
Recorded/DJ: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Amplified: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Other:	
	Expected Attendance:

<p>Detailed Event description providing: food & beverages and other items sold or distributed, approximate number of persons, animals and vehicles participating, entertainment, music, etc. (attach extra pages if necessary)</p>	
<p>The Town reserves the right to require submittal of a Facility Rental Application in concurrence with the Special Event Application.</p>	
<p>Minimum Requirements for Submittal</p>	
<ol style="list-style-type: none"> 1. One (1) copy of site plan, diagram and/or map detailing layout. 2. Acknowledgement and demonstration of compliance with the Yemassee Town Code, rules, and regulations. 3. All information required on the Application Checklist. 4. Applicable fees per the Town of Yemassee Schedule of Rates & Fees. 5. Check made payable to the Town of Yemassee. 	
<p>Disclaimer: The Town of Yemassee assumes no legal or financial liability to the applicant or any third party whatsoever by approval of this Facility Rental Application.</p>	
<p><i>I hereby acknowledge by my signature below that the foregoing application is complete and accurate and that I am the responsible party of this function. As applicable, I authorize the subject property to be posted and inspected.</i></p>	
<p><i>I acknowledge by my signature below that I have read and understand all of the applicable ordinances and rules pertaining to the function and participating vendors; including important aspects which function holder shall be expected to comply.</i></p>	
Applicant Signature:	Date:
Responsible Agent Signature:	Date:
<p>For Office Use</p>	
Application Number:	Date Received:
Received By:	Date Approved:
Facility Rental: <input type="checkbox"/> Yes <input type="checkbox"/> No	