



Town of Holden Beach
Special Event Agreement

This is to confirm the agreement between _____ and the Town of Holden Beach.

Event Description: _____

If a Business, please circle type: 501c3 For profit Non-profit

If 501c3 include # _____ and attach a copy of your authorization.

Responsible Party/Organization: _____

Mailing Address: _____

Telephone Number: _____

Date of Event: _____ Start Time: _____ End Time: _____

Approximate Number of People Attending Event: _____

Briefly Describe Impacts to Community (road closures, parking, bridge closures):

Will Holden Beach Police Presence Be Required : Yes No

If yes above, what is the extent of your request (please indicate number of officers)? _____

Will other Town services be required (trash, restroom considerations, etc.)? Yes No

If yes above, please explain: _____

Will a Town of Holden Beach Facility need to be used as a staging area for the event: Yes No

If yes above, please list all facilities: _____

I, the undersigned, agree to abide by all rules and regulations applicable to the Town of Holden Beach and will be responsible for any and all damages and/or personal injury resulting from the event. I also agree to be present at all times during the event.

Signature of Responsible Party: _____ Date: _____

Signature of Holden Beach Town Manager or Designee: _____

FOR TOWN USE – User Fee Amount: _____ Payment Method: Date Paid: _____

NOTE: Proof of liability insurance with the Town listed as additional insured must accompany this application. A detailed parking plan and a clearly defined route and site map of the event must also accompany the application. Incomplete applications will be returned.