

CITY OF SMYRNA EVENT PERMIT APPLICATION



CITY OF SMYRNA EVENT PERMIT APPLICATION
Must be submitted ninety (90) days prior to event

Application Date: 12/5/2024 Name of Representative: Mike Mitchell
Name of Organization: Smyrna is Fabulous Federal Tax ID/EIN: 87-2966222
Address: 3295 Millwood Trail SE
City: Smyrna State: GA Zip Code: 30080
Telephone #: (678) 570-1332 Fax #: _____
Purpose of Event Permit: Annual Pride Festival
Type of Event: ☒ Festival ☐ Parade ☐ Other _____

Please fill out a Racing Event Permit Application for walks, runs, and bike races.

Proposed Event Date: June 28, 2025
Proposed Assembling Location: Smyrna Market Village (See Included Map for Specifics)
Time of Assembling: 08:00 Event Start Time: 12:00
Event End Time: 18:00 Time Dismantling Complete: 19:00

Detailed Description of Event (*attach additional page if more space is needed*):

Smyrna is Fabulous is a 501(c)3 based in Smyrna GA. Our organization was founded in 2021 to foster equality for the LGBTQ+ residents of Smyrna and our Allies. Over the years the Annual Pride Festival has become a tradition in the city and propelled us forward in Cobb County as a city where everyone is "welcome at the table." In the past we have seen attendance as high as 2,000+ people and we only expect the popularity of our festival to grow in 2025, thus the need for more linear feet in the Smyrna Market Village.

We have developed a reputation of being a bright spot for the summer as we work to ensure that all of Smyrna is represented. In recent years we have begun to offer a variety of Childrens programming and included city organizations which has been wildly successful in promoting part of Smyrna's brand as a loving and inclusive city for all families.

In 2025 we expect more than 50 unique vendors, childrens programming (including face painting, bubble artists, story times and balloon making), city organizations, games, prizes, live entertainment and our well known DJ (Amped Up Atlanta). It's going to be a GREAT DAY!

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Projected Attendance: 2,500 Previous Year's Attendance: 2,300+

Does this event require street closures? ☒ Yes (*attach street closure map*) ☐ No

Streets to be closed: West Spring Street from Atlanta Road to King Springs Street and from Stephens Street to Bank Street)

Closure Date and Time: 6/28/25 - 08:00 Reopen Date and Time: 6/28/25 - 19:00

Number of Off-Duty Police Officers requested (minimum 4 hours per officer): 5

Fees for Off-Duty Officers range from \$55 to \$75/hour/officer and are determined by the Police Department.

Total number of portable restrooms: 4 Total number of portable ADA restrooms: 1

Portable restroom company and phone number: Pit Stop Sanitation (770) 439-2888

Please refer to the Georgia Department of Public Health Portable Sanitation Brochure or www.dph.georgia.gov, and the Americans with Disabilities Act of 1990 (ADA), for rules and guidelines.

Will generators be used? ☐ Yes ☒ No

Generator company and phone number: N/A

Will tents be used? ☒ Yes ☐ No

If yes, number of tents: 56 Tent size: 10 X 10

Will food or non-alcoholic beverages be served or sold? ☒ Yes ☐ No

Food: Approval of this application does not automatically grant permission to serve or sell food at the event. If mobile food vendors plan to sell product to attendees, they will need to obtain a mobile food vendor license.

Approval from Cobb & Douglas Public Health may be also required. Please visit the Cobb & Douglas Public Health website or call 770-514-2300 to discuss food and beverage regulations before submitting an application.

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Will alcohol be served or sold?

☒ Yes

☐ No

Alcohol: To request an alcoholic beverage license, you must first obtain approval from the Mayor and City Council. This approval must be requested at least 60 days before the event. After receiving approval, you will then follow the process to apply for an alcoholic beverage catering permit. If you plan to serve alcohol, please attach a request letter for Mayor and Council approval to your application, including the following:

- Alcohol pouring contact information
- All types of alcohol being served
- Location and set up of alcohol serving area
- Timeframe of alcohol pouring
- Alcohol controls plan including identification, use of wristbands, etc.

Will any non-food items be sold?

☒ Yes

☐ No

Will there be any entertainment or music?

☒ Yes

☐ No

If yes, describe:

In 2025 we will be adding an event stage (6 X 10 X 2) at the Gateway to the SMV. The stage will be provided by PSAV or another approved stage rental vendor. We will provide various artists (primarily solo musicians). Each entertainer will be required to carry entertainment venue insurance and Smyrna is Faulous / City of Smyrna will be added as additional insureds. Any sound amplification will be processed through our approved speakers that are rented to play music and serve as a Public Address mechanism throughout the Smyrna Market Village

Attachments:

- ☐ Detailed Event Description (if more space is required)
- ☒ Event Site Plan showing the proposed event area and any/all items related to the event
- ☒ Street Closure Map
- ☐ Parade Route (if applicable)
- ☒ Signed Release and Indemnity Agreement: Attached in application packet
- ☐ Proof of Liability Insurance: Due thirty (30) days before the event
- ☒ Letter requesting approval to seek alcoholic beverage catering permit (if applicable)

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Acknowledgements

This information contained in the permit application will be submitted to the City of Smyrna Administration department and other related departments. Any changes in the date, time, composition, location and/or route of the event must be approved by the police department, City management, and/or Mayor and Council. Upon approval of this application, this document will serve as your permit. The permit is to be carried by the lead representative of the event and is to be shown upon request. The City of Smyrna reserves the right to deny permission for activities in the streets and parks of the City.

The applicant acknowledges that the event is the responsibility of the event organizer, which includes planning, implementation, logistics, supplies, and resources. Requests to use City resources must be made in writing and approved with this process.

Applicant Signature: _____

Date: _____

Applicant Printed Name: _____

Approval Signature: _____

Date: _____

Approval Printed Name and Title: _____

**CITY OF SMYRNA
RELEASE AND INDEMNITY AGREEMENT**

In consideration of participation in said special event the undersigned organization/business/group/individual hereby agrees and warrants that they shall release, defend, indemnify and save harmless the City of Smyrna, its officers, directors, employees and any other person, firm or corporation charged or chargeable with responsibility or liability, their heirs, administrators, executors, successors and assigns and agents from any and all costs, expenses, restrictions, claims, demands, suits, actions, proceedings, damages, liabilities, deficiencies, judgments, levies, costs or expenses, including, but not limited to, attorney's fees and expenses of any kind and nature, including, but not by way of limitation, any claim for damages to property or injuries to or death of any person or persons relating to or arising from the special event or related activities, regardless of whether arising from the negligence or wrongful acts, errors or omissions of the City of Smyrna.

Without limiting the generality of the foregoing, the undersigned organization/business/group/individual agrees that they shall reimburse the City of Smyrna for legal fees and other costs incurred in the City of Smyrna's defense of such claims of litigation. The City of Smyrna shall have the right to participate in the defense of any claims or litigation and shall have the right to approve any settlement.

This release extends and applies to, and also covers and includes, all unknown, unforeseen, unanticipated and unsuspected injuries, damages, loss and liability, and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries or damages which are unknown or unsuspected to exist at the time, to the person executing such release, are hereby expressly waived.

The undersigned organization/business/group/individual acknowledges that the agreement hereby releases and discharges the City of Smyrna, its officers, directors, employees and agents, of any and all claims, relating to any bodily and personal injuries or damages to property and the consequences thereof resulting from their participation in the said special event. I do hereby covenant with the City of Smyrna that I, my heirs, executors, assigns and transferees will never at any future time sue the City of Smyrna for or on account of any claim for damages arising out of my participation in the said special event whether such claims arise by negligence of the City of Smyrna, its employees or agents, or by the negligence of any other participant.

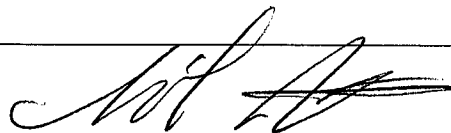
It is further agreed and understood that said participation in the special event is not to be construed as an admission of liability and acceptance of assumption of responsibility by the City of Smyrna, its officers and members.

This is the 5th day of December, 2024.

NAME OF ORGANIZATION/BUSINESS/GROUP/INDIVIDUAL:

Smyrna is Fabulous

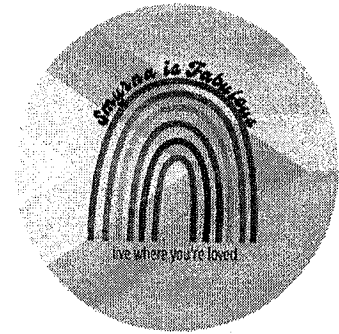
INDIVIDUAL RESPONSIBILITY



(Signature)

December 5, 2024

To: Smyrna, GA Mayor and City Council
2800 King Street SE
Smyrna, GA 30080



Fr: Smyrna is Fabulous, LLC
3295 Millwood Trail SE
Smyrna, GA 30080

Most Honorable Mayor and Council,

It is an honor and a pleasure to submit the attached Event Permit Application for the 2025 Annual Smyrna Pride Festival in the Smyrna Market Village with the requested date of Saturday June 28, 2025. This year's Festival maintained its immense popularity with attendees, so I am excited to apply for a fourth time.

Just as we did this year, it is our intention to approach sponsors who hold alcohol serving licenses and permits in Smyrna, GA, and request that they provide remote bars for the sale of alcoholic and non-alcoholic beverages on the day of the Annual Smyrna Pride Festival. We understand that the approval of such vendors must be granted within 60 (sixty) days of the Festival and we will be in full compliance.

Please consider this letter as an Amendment to our Event Permit Application submitted on December 5, 2024. As always, we are delighted to continue our partnership with the City of Smyrna—your support makes a difference in the community. Thank you for demonstrating that Smyrna, GA, is place where all its residents can live where they're loved.

With gratitude,

A handwritten signature in black ink, appearing to read "Mike Mitchell".

Mike Mitchell
Asst. Executive Director and Director of Festival
Smyrna is Fabulous, LLC
Federal Tax ID: 87-2966222





June 28, 2025

Closure Map for Smyrna Pride

08:00 – 19:00

West Spring Street from Atlanta Road to King Street

***Noted with Red Lines**

and

from Stephens Street to Bank Street

***Noted with Red Lines**