

**Powell County Tourism Commission**



**Mailing Address:**

P.O. Box 1028  
Stanton, KY 40380

**Slade Welcome Center:**

30 L&E Railroad Place  
Slade, KY 40376

**-----EVENT TENT APPLICATION-----**

Date: \_\_\_\_\_ Organization Name: \_\_\_\_\_

Director/Contact Person Name: \_\_\_\_\_

Director/Contact Person Phone Number: \_\_\_\_\_

Organization EIN as Recognized by KY Secretary of State: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Event Address: \_\_\_\_\_

Date of Event: \_\_\_\_\_

For what purpose would the Event Tent be used (Purpose must meet KRS 91a.350)?

\_\_\_\_\_  
\_\_\_\_\_

How would this use positively impact tourism and travel in Powell County? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

What date do you want the tent set up if this application is Approved? \_\_\_\_\_

Have you or your organization used the Event Tent before? \_\_\_\_\_

Are you requesting that PCTC cover the \$350 set up fee? Yes / No (Circle one)

Additional **REQUIRED** Documents/Actions:

- >>THE TENT APPLICATION AND REQUIRED DOCUMENTS MUST BE SUBMITTED TO THE EXECUTIVE DIRECTOR OF THE COMMISSION NO LATER THAN THE 3<sup>RD</sup> MONDAY OF THE CURRENT MONTH IN ORDER TO BE ON THE CURRENT MONTH AGENDA. ALL TENT APPLICATIONS WILL BE REVIEWED BY THE BOARD OF DIRECTORS AT THE MONTHLY BOARD MEETINGS WHICH ARE HELD ON THE FOURTH (4<sup>TH</sup>) WEDNESDAY OF EVERY MONTH at 5PM. PLEASE NOTE THAT THE BOARD ONLY MEETS ONCE A MONTH, SO PLEASE PLAN ACCORDINGLY. APPLICATIONS CAN BE SUBMITTED IN PERSON AT THE SLADE WELCOME CENTER (30 L&E RAILROAD PLACE, SLADE, KY 40376), MAILED (PO BOX 1028, STANTON, KY, 40380), OR SCANNED AND EMAILED ([INFO@GOPOCO.ORG](mailto:INFO@GOPOCO.ORG)).
- The Event Tent dimensions are 80'x20'.
- The Event Tent requires a set-up fee of \$350. Please make note if you are requesting that the Powell County Tourism Commission cover that fee.
- If the tent suffers any damages that were not present before they were used by your organization, you will be financially responsible for covering the damages and/or loss. \*You may be asked for a damage deposit if you or your organization have not used these items before.\*
- The Powell County Tourism Commission reserves the right to require event liability insurance that covers the Event Tent.

I have read and understand the Powell County Tourism Commission tent application and process and have filled this out to the best of mine and my organization's ability.

Organization/Presenter Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_