



# THURSDAY NIGHT PROMOTIONS APPLICATION

**Application must be submitted to the DA office a minimum of 10 days prior to the desired starting date.**

**Please read entire form carefully before signing!**

**Incomplete forms will not be accepted.**

1. Starting date \_\_\_\_\_ if ongoing, list dates \_\_\_\_\_ Fundraising dates \_\_\_\_\_

2. Name of Person/Group/Business \_\_\_\_\_

3. Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

4. Phone Number (Day) \_\_\_\_\_ Phone Number (Night) \_\_\_\_\_ email: \_\_\_\_\_

5. Number of persons working in booth space? \_\_\_\_\_

6. Is electrical power needed? \_\_\_\_\_ (If yes, it is the applicant's responsibility to contact the D.A. office who will help facilitate obtaining electrical power. It is also the applicant's responsibility to properly ground cords by taping them to the pavement. Permission to use private power sources must be obtained by applicant. No generators are allowed.)

7. Is this a non-profit organization? \_\_\_\_\_ If yes, you must provide IRS # \_\_\_\_\_

8. If not a Downtown Association member, please enter seller's permit # \_\_\_\_\_

9. Complete Description of Activity \_\_\_\_\_

\_\_\_\_\_

It is the applicant's responsibility to be familiar with the Thursday Night Promotions Rules and Regulations. Copies of the TNP Rules and Regulations are available in the Downtown Association office and on line. Non-compliance with the rules and regulations may result in permit revocation of the applicant from the event.

The undersigned certifies that s/he is authorized to 1) execute on behalf of the group/business and 2) accept legal process on behalf of the group/business. The undersigned also agrees to indemnify and hold harmless the City of SLO, the Downtown Association, San Luis County Farmers' Market Association, building owners and tenants from all damages, liabilities, costs and expenditures, including attorney's fees and costs of defense, which may occur by reason of use of the streets during Thursday Night Promotions. The Downtown Association requires that all music performed during Thursday Night Promotions be original or music that is in the public domain.

NOTE: Space and necessary permits are issued once an application is approved and appropriate fees are paid. Make checks payable to the Downtown Association. Space locations are determined on a first come first served basis. No guarantees of location or power are made.

\_\_\_\_\_  
Date Signature Please print name

\* It is the applicant's responsibility to call the DA Office on Wednesday, after 10 a.m. to confirm approval, modifications or denial of the application. In the event of an official cancellation due to rain, it is also applicant's responsibility to reschedule with the TNP Coordinator.

DO NOT WRITE BELOW THIS LINE

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ ELECTRICAL POWER \_\_\_\_\_

COMMITTEE COMMENT/RECOMMENDATION \_\_\_\_\_

# GUIDELINES FOR TNP BOOKING

These guidelines are provided to describe categories, fees and requirements.  
Any applicant not meeting necessary requirements will be ineligible to participate in TNP.

## MEMBERS/\$40.00

- ∞ Must be a member with a business in our Downtown Association boundaries (assessment district).
- ∞ Must supply a copy of:
  1. City of San Luis Obispo business tax certificate
  2. Liability insurance (1 million dollar general aggregate)  
The Downtown Association is to be named "Additional Insured" with physical address listed
  3. Workers Comp. Insurance (if other than owners staff booth)
- ∞ If selling food, must supply a copy of:
  1. Health Department permit (contact number 781-5552)

## NON MEMBERS/\$80.00

- ∞ Must have a business address and have regular operating hours (e.g. 5 days/week, 8 hours/day)
- ∞ Must supply a copy of:
  1. City Business Tax Certificate
  2. Liability insurance (1 million dollar general aggregate)  
The Downtown Association is to be named "Additional Insured" with physical address listed
  3. Workers Comp. Insurance
- ∞ If selling food, must supply a copy of:
  1. Health Department permit (contact number 781-5552)
- ∞ Non-Members may book no sooner than **ONE-MONTH** prior to requested start date. However, for those booking on a quarterly basis, this rule is excepted.

## NOT FOR PROFIT/\$30.00

- ∞ Not for Profit participants are:
  1. Information based, or
  2. Political in nature, or
  3. Cal Poly clubs and organizations
- ∞ Can participate weekly by providing information only
- ∞ Can only fundraise one date per quarter. This date must be approved by the TNP committee in advance of the fundraising activity. Fundraising includes: sale of goods or services excluding any alcohol or tobacco products. All food fundraisers must have necessary health department permits.

## BBQs/\$.50/square foot

- ∞ Must be on quarterly billing
- ∞ Allowed only one "miss"\*\*\* per quarter
- ∞ Only Downtown Association members are eligible for this category

## MEDIA/\$50.00

- ∞ With approval from the TNP committee, media may participate in TNP with fees being applied toward sponsorship or advertising.

## ENTERTAINMENT

### \$40.00 months of April through October

### \$20.00 months of November through March

- ∞ Entertainment booking dates are scheduled prior to each quarter. After that date, entertainers may book any date in the current quarter that has not been scheduled or has had a cancellation. For future bookings, contact the TNP coordinator for booking dates.

\* FUNDRAISING (SEE NOT FOR PROFIT CATEGORY)

\*\* A "miss" is defined as not participating in TNP when the event has not been officially cancelled.