

CITY OF GROVE
LOCAL ORGANIZATION SPECIAL EVENT GUIDELINES

Each organization is limited to four (4) Special Events per year.

The following is required:

1. The Local Community Organization must submit a Special Event Application prior to *each event* (at no cost to the organization).
2. The Local Community Organization shall display their Special Event Permit at all times during the event. If the permit is not displayed, the Special Event will be discontinued and the Local Community Organization may receive a citation.
3. The Local Community Organization shall submit a Special Event Vendor Permit Application for each Vendor participating in the event.
4. The Local Community Organization shall provide each Vendor with an Identification (ID) Tag showing they are a participant of the Special Event. Vendor shall display the ID Tag at all times during the event. If Vendor does not display the ID Tag, they will not be allowed to participate in the Special Event, and may receive a citation.
5. The Local Community Organization shall provide proof of ownership of the property where the event will be held. If the organization does not own the property, written permission to use the property from the owner shall be submitted with the Special Event permit application.

LOCAL COMMUNITY ORGANIZATION: A local not-for-profit organization established for the purpose of promoting tourism, festivals and activities within the City of Grove.

LOCAL COMMUNITY SPECIAL EVENT: An event, festival or activities organized by a Local Community Organization. The event shall be held at a designated location and only during dates and times approved by the City of Grove.

MOBILE OUTDOOR SELLER: Any person or group offering or exposing for retail sale or making retail sales of any goods, products, wares or merchandise or other property of any type from a mobile unit.

MOBILE UNIT: Any vehicle, trailer or structure designed and intended to be mobile and move from place to place for the purpose of offering or exposing for retail sales of any goods, products, wares or merchandise of any type.

OUTDOOR SELLER: Any person offering or exposing for retail sales or making retail sales of, any goods, products, wares or merchandise or other property of any type, at any fixed outdoor location; provided, however, that this definition shall not include brick and mortar merchants who ordinarily and regularly offer such items for retail sale located on the same premises.

PEDDLER: Any person who travels on foot or by any type of conveyance from place to place, from house to house, or from street to street, carrying, conveying or transporting goods, products, wares, merchandise or other property of any type, and offering or exposing the same for retail sale, or making retail sales of such articles to purchasers.

SOLICITOR: Any person who travels on foot or by any type of conveyance from place to place, from house to house, or from street to street, taking or attempting to take orders for the retail sale of goods, products, wares, merchandise or other property of any type, for future delivery, or for services to be furnished or performed in the future.