

Attachment B

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Agreement No.: LIB0517
Date: _____

CONCESSION AGREEMENT
FOR
SPECIAL EVENTS

Dates of Event: May 24-29, 2017

This agreement by and between the County of Monterey, hereinafter called "COUNTY", and The Do LaB, Inc., hereinafter called "CONCESSIONAIRE,"

WITNESSETH:

1. CONCESSIONAIRE desires to secure from the COUNTY certain rights and privileges and to conduct the following described activity upon certain premises: Lightning in a Bottle Arts & Music Festival; to be held at the location described below, beginning on May 24, 2017 and ending on May 29, 2017.
2. COUNTY hereby grants to the CONCESSIONAIRE the right to occupy Lake San Antonio North Shore subject to the terms and conditions of this agreement and the Facility Use Agreement.
3. CONCESSIONAIRE agrees to pay to COUNTY for the rights and privileges hereby granted the amounts and in the manner set forth in the Facility Use Agreement.
4. CONCESSIONAIRE agrees to deposit with COUNTY a Faithful Performance Bond as outlined in the Facility Use Agreement.
5. A Special Use Event Application, attached to this agreement as Exhibit A, has been completed and submitted by the CONCESSIONAIRE to the COUNTY at least two (2) weeks prior to the execution of this agreement. This aforementioned application includes the reasons why the proposed event is considered compatible with the use of the County Parks System, list of fees and charges proposed, methods for collecting special use fees, maximum attendance at event, methods of limiting attendance, estimated gross receipts, items to be sold at said event, individual(s) responsible for event, parking arrangements, fire and police protection, etc. Execution of this agreement constitutes an approval of the Special Use Event Application, Exhibit A, attached and all statements therein made become a part of the terms and conditions of this agreement.
6. The CONCESSIONAIRE agrees that any authorized representative of COUNTY shall have access to said premises at all times.
7. It is mutually agreed that this agreement and the privileges granted herein, or any part thereof, cannot be assigned or otherwise disposed of without the written consent of the COUNTY.
8. **INSURANCE & EVIDENCE OF COVERAGE.** Prior to commencement of this Agreement, Concessionaire shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained as outlined in the Facility Use Agreement.
9. It is mutually understood and agreed that no alteration or variation of the terms of this agreement shall be valid, unless made in writing and signed by the parties hereto, and that no oral understandings or agreements not incorporated herein and no alterations or variations of the terms hereto, unless made in writing and signed by the parties hereto, shall be binding upon any of the parties hereto.

10. All Rules and Regulations set forth in Exhibit B, are hereby made a part of this agreement, and the CONCESSIONAIRE agrees that it has read this agreement and said Rules and Regulations and understands that they shall apply, unless amended by mutual consent in writing by the parties hereto.

11. In the event the CONCESSIONAIRE fails to comply in any respect with the terms of this agreement and the Rules and Regulations incorporated herein, all payments for this concession space shall be deemed earned and nonrefundable by the COUNTY, and the COUNTY shall have the right to reenter and use the space in any manner deemed in the best interests of the COUNTY.

12. This agreement is not binding upon the COUNTY until it has been duly accepted and signed by its authorized representative.

13. Special Provisions: Three (3) pages of special provisions are incorporated in this agreement by this reference.

14. Plans: Three (3) pages of plans are incorporated in this agreement by this reference. Plans must be submitted to the Special Events Manager no later than March 20, 2017.

IN WITNESS WHEREOF, this agreement has been executed by and on behalf of the parties hereto the day and year first above written.

CONCESSIONAIRE

COUNTY OF MONTEREY

By _____

By _____

Date _____

Date _____

Name Jason Flemming

Name _____

Title The Do LaB, Inc.

Title _____

Address 1024 Santee Street, Suite 600

Address _____

Los Angeles, CA 90015

ATTEST:

Attachments: Exhibit A - Special Event Application
Exhibit B – Rules & Regulations Governing Concession at Special Events

COUNTY OF MONTEREY
PARKS DEPARTMENT

SPECIAL USE EVENT APPLICATION

Application Date: Nov. 3, 2016 Date Received by Parks: _____

This application, when officially approved by a Concession Agreement for Special Events, signed by the County Administrative Officer or the Monterey County Board of Supervisors, will authorize

Do LaB Inc., as a concessionaire, to make use of the
(Name of Applicant/Host Organization)

Park Name: Lake San Antonio North Shore

Park Area(s): _____

Set Up Dates/Times: 5/4/17

Event Dates/Times: 5/24/17-5/29/17

Cleanup Dates/Times: 5/30/17-6/3/17

for Lightning in a Bottle, subject to the following conditions:
(Event Name)

1. Contact name: Dede Fleming
 - a. Phone and Cell Phone: 323-459-2690
 - b. email: dede@thedolab.com
2. Event Description (including programs, activities, entertainment and schedule): Art, Music, Yoga Festival with Camping

3. Attendance:
Minimum attendance: 10,000
Maximum attendance. (The County may limit maximum attendance at its discretion):
20,000
4. Method of limiting attendance to the maximum number of persons permitted by the County:
security and law enforcement on site at all times.

5. Event will have amplified music: Yes No
6. If this event is a fundraiser, list the beneficiaries: _____

7. Applicant will have not less than 100 employees and 300 volunteers in the Park unit during the period of this Special Use Event.

8. Applicant must provide the following information (responses may be submitted on a separate sheet if they do not fit in the space provided):
- a. Purpose of the proposed event, the necessity therefore, and the reason why it is considered to be compatible with the use of the Monterey County Park system: ____ a public event to celebrate music, art, yoga, workshops and camping _____

 - b. List of applicant's proposed fees/charges:
 Admission/Entrance Ticket: ____ \$100-\$300 _____
 Vendor Space: _____ \$100 _____
 Participation: _____
 Other: _____
 - c. Estimated gross receipts: _____ \$3,500,000 _____
 - d. Estimated net profit: _____ \$200,000-\$500,000 _____
 - e. Method of garbage collection and disposal to be used: waste and recycling team working 24 hours a day pre and post event. Waste Management handles removal of waste, compost and recycling. _____

 - f. List of vendors and items they are selling during the event (event and vendors permitted as required by Monterey County Health Department and Monterey County Regional Fire District):
 ____ TBD _____

 - g. Proposed fire control measures and additional firefighting equipment to be furnished by applicant as required by the COUNTY or the local fire marshal: safety and fire plans developed with Fire Department and Fire Department is on site. _____

 - h. Proposed first-aid service to be supplied by applicant, including ambulance services, doctors or nurses: AMR is on site with multiple ambulances as well as a 24-hour medical team on site.

 - i. Additional police protection or security (provided by applicant and at their expense):
 ____ Sheriff is on site. _____

 - j. Parking and Traffic Plans and Personnel, as required for traffic control (provided by applicant and at their expense): internal parking/traffic team on site, CHP on duty. _____

k. Additional sanitary facilities as required by the County Administrative Officer, his designee, or the Monterey County Health Department (provided by applicant and at their expense):

Vendor providing services: CCI Sanitation

Location(s) of additional facilities: campgrounds and festival grounds

Date of placement: 5/20/17

Date of removal: 6/1/17

Date(s) of service: every day on site

l. Submit information on all the organizations involved, whether sponsors, recipients, or promotional firms and their objectives, purposes and financing:

9. Applicant may be required to post a cash bond with the County, depending on circumstances of the special event and probabilities of damage.

10. The County Administrative Officer, or his designee, may terminate any special event activity when he deems it is necessary for the safety and enjoyment of the public, for the protection of resources, or for violation of any rules and regulations of the County Park System.

11. Additional details will be addressed in an agreement between parties and additional detailed plans may be required. Applicant does not have a binding agreement with COUNTY until application and agreement have been duly accepted and signed by its authorized representative.

12. Contacts in regard to the permit generally may be made through the Special Events Manager or designee by calling (831) 755-4895.

REQUESTED BY:

(Signature)

Dede Fleming
(Name)

Vice President
(Title)

11/3/16
(Date)

1024 Santee St., Suite 600
(Address)

Los Angeles, CA 90026
(Address)

(Signature)

(Name)

(Title)

(Date)

(Address)

COUNTY OF MONTEREY:

(Signature)

(Name)

(Title)

(Date)

(Address)

(Address)

(Signature)

(Name)

(Title)

(Date)

(Address)

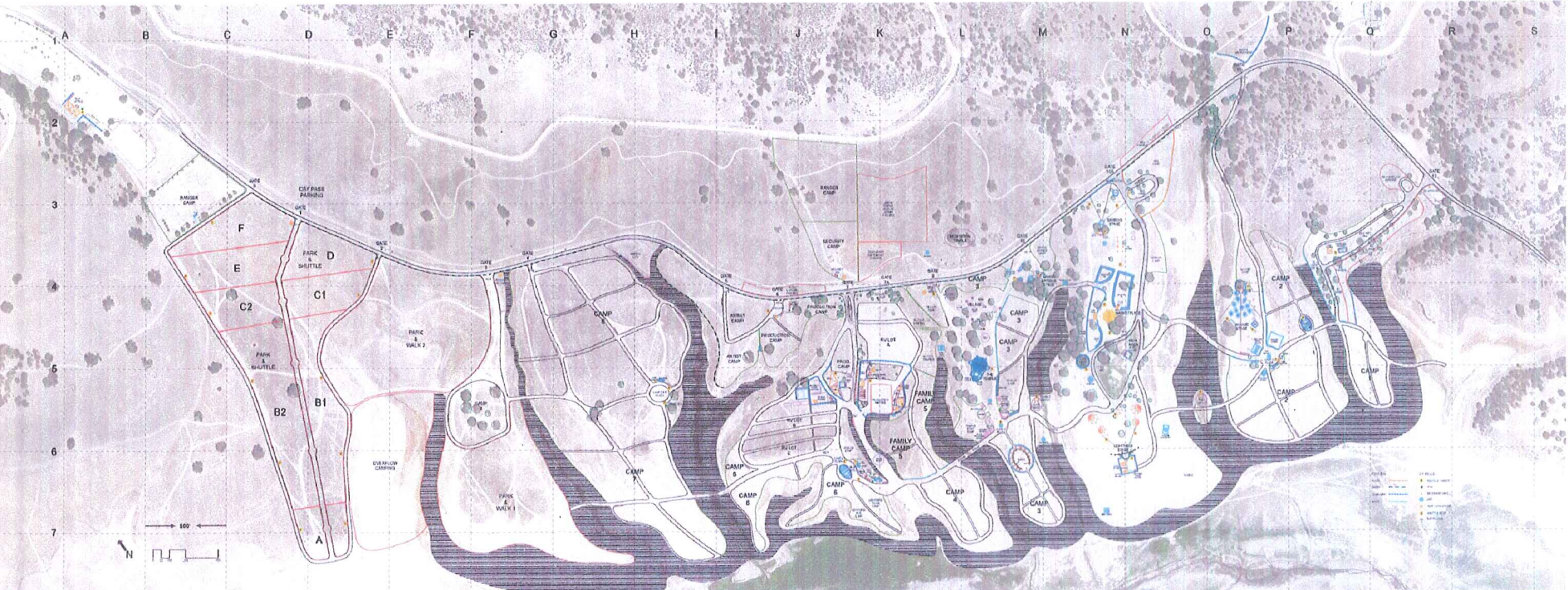
RULES AND REGULATIONS GOVERNING CONCESSION AT SPECIAL EVENTS

1. No concession will be allowed to open until all preliminary requirements herein set forth have been complied with.
2. CONCESSIONAIRE and his employees engaged in the operation of concessions where goods to eat or drink are sold shall wear suitable clothing; said garments to be kept clean and neat at all times. All CONCESSIONAIRE'S selling, dispensing or distributing food, beverages and other articles intended for human consumption shall at all times maintain pure, clean, adequate and wholesome stocks which must be kept from all contamination and handled, stored and served according to the standards as established by the State Department of Public Health and the Monterey County Health Department.
3. CONCESSIONAIRE will conduct his business in a quiet and orderly manner; will deposit all rubbish, slop, garbage, tin cans, paper, etc., in receptacles provided by the COUNTY within said concession plot for such purpose, and will keep the area within and surrounding said concession free from all rubbish and debris. CONCESSIONAIRE shall recycle to the largest extent possible.
4. All buildings, tents, or enclosures erected under the terms of the Concession Agreement shall have the prior written approval of the COUNTY and the local fire suppression authorities.
5. CONCESSIONAIRE is responsible for securing planning, building and encroachment permits from the County Resource Management Agency (RMA.) It is recommended that the CONCESSIONAIRE contact RMA a minimum of 90-180 days in advance of EVENT to allow plenty of time for the process and to avoid penalty fees. Penalty fees may be assessed for anything less than 60 days in advance. Contact information will be provided by the COUNTY.
6. CONCESSIONAIRE will conduct the privileges granted in the Concession Agreement according to all the rules and requirements of the State Department of Public Health and local health authorities, and without infringement upon the rights and privileges of others and will not engage in any other business whatsoever upon or within said premises or park, except that which is herein expressly stipulated and contracted for herein; and will confine said transactions to the space and privileges provided in the Concession Agreement.
7. CONCESSIONAIRE will cause to be posted in a conspicuous manner at the front entrance to his concession, a sign showing the prices to be charged for all articles offered for sale to the public under the Concession Agreement.
8. CONCESSIONAIRE must, at his own expense, keep his concession space and adjacent area properly arranged and clean. Receptacles will be provided at appropriate locations to receive the CONCESSIONAIRE'S trash, and such trash must not be swept into the streets or any public space.
9. All sound-producing devices used by the CONCESSIONAIRE within or outside his concession space must be of such a nature and must be so operated as not to cause annoyance or inconvenience to his patrons, to other concessionaires, to exhibitors, or users of the park, and the decision of the COUNTY as to the desirability of any such sound-producing device shall be final and conclusive. Sound amplification equipment may be installed within or outside any concession only by first obtaining

written permission therefore from the COUNTY. Control of the amplification decibel level will be at the discretion of the COUNTY.

10. CONCESSIONAIRE agrees that there will be no games, gambling or any other activities within the confines of his concession space in which money is used as a prize or premium, and that he will not buy and/or permit "buy backs" for cash of any of his prizes or premiums given away to patrons in connection with the promotion of his concession. No illegal activities shall be conducted, and only ordinary and customary merchandizing methods shall be used. All methods of operation, demonstration, and sale shall be subject to the approval of the COUNTY and the local law enforcement officials.
11. CONCESSIONAIRE is entirely responsible for the space allotted to him and agrees to reimburse the COUNTY for any damage to property used in connection with the space allotted to the CONCESSIONAIRE, reasonable wear and tear excepted. The COUNTY will be the sole judge of the extent of the damages.
12. COUNTY shall assume no responsibility for loss or damage to the property of the CONCESSIONAIRE. Small articles easily removed or particularly fragile articles or displays should be put away for safekeeping by the CONCESSIONAIRE after the closing hour each night.
13. Each and every article of the concession and all boxes, crates, packing material and debris of whatsoever nature used in connection with the concession space shall be removed at CONCESSIONAIRE'S expense. It is understood that in the event of the CONCESSIONAIRE'S failure to vacate said premises as herein provided, unless permission in writing is first obtained, the COUNTY may and is hereby authorized to remove and store the concession and all other material of any nature whatever, at the CONCESSIONAIRE'S risk and expense, and the CONCESSIONAIRE shall reimburse the COUNTY for expenses thus incurred.
14. No CONCESSIONAIRE will be permitted to sell or dispose of alcoholic beverages on park grounds except in his concession space. No sales are to be made unless the CONCESSIONAIRE is therefore authorized in writing by the COUNTY and unless he holds a lawful license authorizing such sales on said premises.
15. All activities within the above-named park unit shall be at the direction of the County Administrative Officer or his designee.
16. Arrangements for advance preparations shall be made with the County Administrative Officer or his designee.
17. Rules and regulations of the County Park System shall be observed by the CONCESSIONAIRE, his employees, agents or contractors.
18. The use of buildings or grounds, shall be in strict accordance with the Concession Agreement as authorized by the County Administrative Officer and/or the Board of Supervisors of the County of Monterey. This provision particularly applies to activities which might create hazardous fire conditions.
19. Except during the event, the public shall have normal access to the area.
20. No structures or sets are to be built unless specifically provided for herein, and no shrubbery or trees are to be cut, trimmed or injured.

21. Fires will not be permitted except upon the specific approval of the County Administrative Officer, or his designee, and under his direction.
22. Vehicles operated by or under the control of the CONCESSIONAIRE will be parked in areas designated by the County Administrative Officer or his designee.
23. CONCESSIONAIRE will control all traffic and vehicles as directed by the County Administrative Officer or his designee.
24. All safety orders of the Division of Industry Safety, Department of Industrial Relations, must be strictly observed.
25. Failure of the COUNTY to insist in any one or more instances upon the observance and/or performance of any of these rules and regulations shall not constitute a waiver of any subsequent breach of any such rules and regulations.
26. FAIR EMPLOYMENT PRACTICES. In the performance of this Agreement, the CONCESSIONAIRE will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, national origin or sex.



Lightning in a Bottle Arts & Music Festival
Lake San Antonio North Shore
May 24-29, 2017

SPECIAL PROVISIONS

I. AGENCY CONTACT

- A. CONCESSIONAIRE is responsible for contacting and obtaining all necessary permits, authorizations, etc., from State, Federal, and appropriate County agencies. This may include, but is not limited to the local Fire District, California Highway Patrol, Federal Aviation Administration, Monterey County Health Department, CalTrans and Monterey County Sheriff's Office.
- B. CONCESSIONAIRE will furnish copies of all permits or authorizations from outside agencies, if appropriate, to the COUNTY at least two (2) weeks prior to the event.

II. FEES

- A. All fees shall be paid as outlined in the Facility Use Agreement.
- B. CONCESSIONAIRE will supply all staffing necessary to collect established fees for the event.
- C. CONCESSIONAIRE shall provide COUNTY the opportunity to have two (2) vendor booths at no cost to COUNTY.
- D. All fees and charges are due according to the payment schedule in the Facility Use Agreement.
- E. If the event is cancelled, CONCESSIONAIRE is responsible for all refunds that may apply, and will hold the COUNTY harmless as to any claims of anyone who has applied for refund of such pre-payment for such admission or to participate in the event.

III. CAMPING

CONCESSIONAIRE will provide a map showing camping areas per the Plans section of this agreement.

IV. PARKING AND TRAFFIC CONTROL

- A. Parking and traffic control within the park is the responsibility of the CONCESSIONAIRE during the event.
- B. All signage necessary to execute the Parking and Traffic Control Plan is the responsibility of the CONCESSIONAIRE.
- C. All traffic control devices, i.e., barricades, cones, etc., are the responsibility of the CONCESSIONAIRE.
- D. CONCESSIONAIRE will see that no vehicles will be driven on established lawn area or off-road areas within the park. To obtain access by any said vehicle to an off-road area within the park, CONCESSIONAIRE, or his/her representative(s), will first contact the County Park ranger. All such vehicles shall have a pre-approved identification plaque.
- E. California Highway Patrol (CHP) or Monterey County Sheriff's Office will control traffic on highways as required for the event. CONCESSIONAIRE will contract with the appropriate agency.

V. CLEAN UP AND SANITATION

- A. Any areas considered private or not open to the public will be maintained by the CONCESSIONAIRE. In addition, all costs associated with such areas will be borne by the CONCESSIONAIRE.
- B. CONCESSIONAIRE shall provide chemical toilets for the event using the formula of one for every forty (40) campers or one for every one hundred twenty (120) day use attendees. Of those chemical toilets, one (1) in every ten (10) must be accessible. Chemical toilet provider shall also provide cleaning, stocking, servicing and pumping service. Cost of all chemical toilets and service is the responsibility of the CONCESSIONAIRE.
- C. CONCESSIONAIRE shall maintain all permanent Parks-owned restroom facilities during the event. COUNTY will provide CONCESSIONAIRE with a relatively litter and trash free event site. CONCESSIONAIRE will be the responsible for all litter, trash control and recycling during event; trash dumpsters and hauling service; and, cleanup after the event.
- D. The Monterey County HEALTH DEPARTMENT requires a Recycling Plan for waste products generated by your event including plastic, aluminum, cardboard, organic and cooking oils. Please consider methods by which this may be accomplished, and include in your Sanitation Plan. Form will be provided by COUNTY.
- E. It is the responsibility of the CONCESSIONAIRE to provide grey water disposal facilities for food vendors as required by the County Health Department.
- F. It is the responsibility of the CONCESSIONAIRE to provide portable hand wash facilities in food concession areas as required by the County Health Department.

VI. FACILITY DAMAGE

- A. A representative from both COUNTY and CONCESSIONAIRE will conduct a pre-event and post-event facility inspection of all facilities, grounds and areas to be used as part of the event.
- B. Control measures to minimize potential erosion damage to COUNTY property from event participants and spectators will be provided at the CONCESSIONAIRE'S expense: including temporary fencing around sensitive areas, security staff and signage of event areas as determined by COUNTY.
- C. Erosion damage will be repaired at the CONCESSIONAIRE'S expense under COUNTY supervision no later than two weeks after the event. CONCESSIONAIRE will have equipment and materials, i.e., tools, seed, straw, on-site prior to the conclusion of the event.

VII. ADVERTISEMENT

All banners and signs and their method and location of display, must be approved by COUNTY.

VII. MISCELLANEOUS

- A. CONCESSIONAIRE must furnish his/her own tables and chairs for the event. Only on-site picnic tables will be furnished by the COUNTY. All picnic tables, if moved for your event, must be returned to original locations after the event.
- B. COUNTY must be furnished a list and location map of all vendors associated with your event no later than one (1) month prior to your event. This list must include food, merchandise and information vendors.

- C. CONCESSIONAIRE shall be responsible for and promptly obtain all necessary licenses and permits to conduct the event, including but not limited to those licenses necessary for the public performance of music if applicable, and shall comply with all applicable federal, state, and local laws and regulations in the performance of this Agreement.

IX. SOUND

- A. COUNTY will provide personnel to monitor sound at the mixing board(s) if necessary to control sound. Sound will be measured one hundred feet (100') in front of the stage and will be monitored on the A frequency weighting. Sound will be monitored by COUNTY personnel inside and outside the park as needed.
- B. Amplified sound, at the 105 dBA level, will be allowed from 9:00 am until 2:00 am. From 2:00 am until 4:00 am, sound must be lowered to 85 dBA. After midnight, all scheduled and non-scheduled activities, including music and other performances, will be strictly monitored and sound must not travel outside the venue.
- C. All performance locations must be strategically placed to cause the least amount of disturbance to the surrounding neighbors.
- D. All sound checks shall take place prior to the beginning of the event. Sound checks shall not be performed prior to 9:00 am or after 8:00 pm. COUNTY must be notified in advance when the sound checks will take place.
- E. CONCESSIONAIRE shall give special attention to placement of tents, speakers, stages, etc., to keep sound directed away from local residents.
- F. CONCESSIONAIRE shall direct all personnel operating sound equipment to stay within the established decibel limits and to turn the music down if requested to do so by COUNTY personnel. COUNTY personnel may opt to request that CONCESSIONAIRE instruct sound personnel when the sound needs to be adjusted.
- G. COUNTY shall make one (1) request for sound to be lowered when it is in excess of the dB level permitted. The second request shall be in writing to the CONCESSIONAIRE and shall carry a penalty of \$1,500.00. The third request shall give COUNTY the authority to terminate the activities in that area, or the entire event, as applicable. The third request shall carry an additional penalty of \$5,000.00.
- H. COUNTY has the authority to terminate the event, or any activities within the event, if CONCESSIONAIRE does not comply with direction from COUNTY personnel.
- I. All sound monitoring equipment shall be calibrated per OSHA and equipment and industry standard guidelines and readings will be based on sustained levels.

PLANS

- A. In order to help ensure that your event is successful from an operational standpoint, the COUNTY, together with other agencies, requires that you develop and supply certain plans. These plans will address one or more of the following aspects of your event. They may be composed of, but are not limited to, maps, narrative descriptions, other agency correspondence, applications, licenses, etc. Plans required for your event are checked as follows:

- | | | |
|----------|----|--------------------------|
| <u>X</u> | a) | Site Development Plan |
| <u>X</u> | b) | Parking and Traffic Plan |
| <u>X</u> | c) | Communications Plan |
| <u>X</u> | d) | Sanitation Plan |
| <u>X</u> | e) | Camping Plan |
| <u>X</u> | f) | Medical Plan |
| <u>X</u> | g) | Security Plan |
| <u>X</u> | h) | Disabled Access Plan |
| <u>X</u> | i) | Animal Control Plan |
| <u>X</u> | j) | Recycling Plan |
| <u>X</u> | i) | Sound Mitigation Plan |

- B. It is possible that all required information may be contained on a single map with accompanying narrative descriptions. This determination will be dependent in large part on the size and complexity of the event.
- C. The following will give you some idea of what various plans are expected to contain. All items may not be applicable to your event.
- D. CONCESSIONAIRE is responsible for securing planning, building and encroachment permits from the County Resource Management Agency (RMA.) It is recommended that CONCESSIONAIRE contact RMA a minimum of 90-180 days in advance of event to allow plenty of time for the process and to avoid penalty fees. Penalty fees may be assessed for anything less than sixty (60) days in advance. Contact information will be provided by COUNTY.

I. SITE PLAN

This plan should be an overview of your entire activity area on a map. Elements of other plans may appear on this map. In addition, you may want to include some narrative descriptions. Your plan may include locations of:

- | | |
|----------------------------------|-----------------------------------|
| a) Stage(s) | i) Medical Services |
| b) Vendors Area | j) Communications Tent |
| c) Tents and their function | k) Alcohol Sales Location |
| d) Different Activity Areas | l) Drinking Water Locations |
| e) Entry Points (access control) | m) Permanent Restroom Locations |
| f) VIP Areas | n) Event Registration |
| g) Ticket Sales | o) Handicapped (Disabled) Parking |
| h) Parking Areas | p) Fuel Storage Area |

II. COMMUNICATIONS PLAN (A Narrative)

- A. Include a brief statement stipulating what type of event is being conducted and estimates of attendance.
- B. Identify individuals responsible for coordinating special event communications including contact phone numbers.

- C. Identify specific period in which special event communications will be conducted including dates and specific hours of operation.
- D. Identify who/what organization will be providing basic communication services for the event. Include a statement explaining personnel training and level of experience.
- E. Provide location(s) and generalized description of communication facilities to be utilized during the event including location of dispatch center.
- F. Identify Monterey County public safety agencies and organizations participating with CONCESSIONAIRE (e.g. Sheriff, EMS, Fire District, California Highway Patrol, etc.)
- G. Include a statement regarding how the event communications operation will interface with the County Public Safety Communications system in the event of a major emergency or disaster. An Incident Command Post must be established.
- H. Include a listing of frequencies to be used by site coordinators during the event. A list of radio call signs that will be used must be included should interagency coordination be required during a major emergency.
- I. A listing of on-site phone numbers for contacting the event communications center and communication coordinators in the event of an emergency.
- J. A statement providing special operational information relating to event communications as needed.

III. MEDICAL PLAN

CONCESSIONAIRE shall complete a Medical Plan form for submittal to the County Office of Emergency Medical Services (EMS) for approval. COUNTY will provide the form.

IV. PARKING AND TRAFFIC CONTROL PLAN

- A. List names of person(s) responsible for parking and traffic control and their work schedules.
- B. On a map, show the traffic plan patterns within the park at different stages of the event. Differentiate between general traffic routes and VIP, vendor, or participant routes, if applicable.
- C. On a map denote the areas of the park to be parked, how they will be identified, and in what order they will be parked.
- D. Show any access control points, i.e., ticket sales, ticket check, will call, etc.
- E. If CHP or Sheriff's Department will be involved in this aspect of your event, so note together with their work schedules.

V. SANITATION PLAN

- A. A Sanitation Plan will be completed by the CONCESSIONAIRE. On a map, show the location of various groupings of chemical toilets as they will be placed and all permanent restroom facilities in the event area(s.)
- B. The permanent facilities open to the public serving the event area will offset the number of chemical toilets that may be required for the event.

- C. Include the name of the sanitation company, contact person, phone number, the date that chemical toilets will be moved into place and the date they will be removed or returned to their original location.

VI. CAMPING PLAN

- A. List names of person(s) responsible for this aspect of the event together with their work schedules.
- B. Using a map show the areas of the park to be camped, times and dates of occupancy and how you will identify different areas, i.e., "A" Camp, "B" Camp, VIP, vendors, overflow, etc.
- C. Explain how campers are to be assigned to a particular site or area, how it will be accomplished and how many campers will occupy any given area.
- D. Explain how you will handle early arrivals for your event

VII. SECURITY PLAN

- A. First, there are the security requirements that ***you*** will want for various aspects of your event (i.e., general crowd control, entry point management, equipment, vendor booths, alcohol sales, etc.). Pre and post event security for equipment, vehicles, vendor booths etc., should also be planned. Your plan should clearly state:
 - 1) List name(s) of person(s) responsible for this aspect of your event together with their work schedules and how they can be contacted.
 - 2) List total number of security personnel, their assignments, how they will be communicated with, how will they be identified, and their work schedules.
- B. Second, there are the security requirements that ***others*** will require of you in order for your application to be approved. Normally these requirements will come from the Parks Department and the Monterey County Sheriff's Department, who have jurisdiction within Monterey County Parks.
- C. The Sheriff's Office may require that you furnish additional security or information. The determination of what is acceptable will be determined by the Sheriff's Office. Should the Sheriff's Office require that one or more of their units be on site during the event, you are required to fill out an "Application for Special Police Protection." This form is available through the Sheriff's Office or the Parks Department.

VIII. ACCESSIBILITY PLAN

The plan must describe, in narrative form, the following: the numbers and locations of accessible parking and restrooms and accessibility to all areas of the event and how it will be accomplished. Parking and restrooms must be shown on your Site Plan.

IX. ANIMAL CONTROL PLAN

The plan must address, in narrative form, the following: advertisement of restrictions, entrance control, vaccination verification, alternatives to bringing pets to the event and, temporary holding facilities. Other animal control-related issues shall be addressed as necessary.

X. SOUND MITIGATION PLAN

The plan must address the following, in narrative form, the following: personnel monitoring mixing boards and sound, acknowledgement of decibel levels and times, sound checks and placement/direction of speakers. Other sound-related issue shall be addressed as necessary.

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