Town of Port Royal
Park/Sands Reservation Application
P.O. Drawer 9
Port Royal, SC 29935
843 986-2211

Date of Application: ____/____/_____

Date of Event: ____/____/_____

Time of Event: ____/____/_____

Name or Description of Event: _____

Venue(s) Check all that apply

[ ]	Live Oaks Park	[ ]	11th Street Church	[ ]	The Sands
[ ]	Naval Heritage Park	[ ]	Casablanca Park	[ ]	The Boardwalk
[ ]	Other				

Name and Address of Sponsor: _____

_____

Phone Number and E-mail _____

Deposit Paid By/Refunded To: _____

IS THE EVENT OPEN TO THE PUBLIC?	Y	N
WILL ADMISSION BE CHARGED OR DONATIONS ACCEPTED?	Y	N
WILL ALCOHOLIC BEVERAGES BE SERVED?	Y	N
(If yes, check, with South Carolina ABC for Permit Requirements)		
DO YOU EXPECT OVER 100 PEOPLE TO ATTEND?	Y	N
(If yes, Security must be provided)		
WILL FOOD AND BEVERAGES BE SOLD?	Y	N
(If yes, Check with Health Department for Permit Requirements)		

Deposits and Fees:	Park/Sands Deposit:	$50.00		
	Park/Sands Deposit:	$50.00	(Non-residents)	$ 15.00
	Fencing	$50.00		

Security Fees: Security Officer's overtime rate plus Administrative cost
Total Deposit $_____

Contact: Capt. Beach for 100 plus and or Alcohol License.

_____

Signature of Lessee **Date**