

CITY OF MARION, NORTH CAROLINA

RULES AND REGULATIONS FOR THE CITY STAGE

ADOPTED AUGUST 15, 2017

STATEMENT OF PURPOSE/ALLOWED USES

The City Stage located at 45 North Main Street is owned and operated by the City of Marion for the primary purpose of providing use for festivals and events open to the public.

By adoption of these Rules and Regulations, the City Council of the City of Marion resolves that City of Marion and/or Marion Business Association festivals and events shall be given first priority use of the City Stage. With permission from the City of Marion, units of government, non-profit organizations located in McDowell County or civic clubs located in McDowell County may request use of the City Stage for dates and times that do not conflict with City of Marion and/or Marion Business Association festivals and events. The City Stage may only be used for organized events sponsored by units of government, non-profit organizations located in McDowell County or civic clubs located in McDowell County, such as arts and crafts shows, special demonstrations, community concerts and other community promotion events open to the general public, unless specific approval is given by the City Council. Use of the City Stage during City of Marion and/or Marion Business Association festivals and events requires approval of the event organizer and/or the City Manager.

RULES AND REGULATIONS

Violations of any of these rules and regulations or any damages to the Facility may result in forfeiture of all or part of any security deposit held by the City or in the City requiring payment for damages from the responsible person(s) or group(s).

1. Persons or organizations wishing to schedule the use of the City Stage and meeting the criteria listed above must contact City Hall at (828) 652-3551 or at 194 North Main Street, Marion, NC 28752. It is advised that this contact be made as far as possible in advance of the planned event. Any fees for the use of the City Stage, as established in the Fee and Rate Schedule adopted by the City Council, must be paid at the time the City Stage is reserved. A contract and responsibility statement must be signed by the person who will be in charge of the event and the City reserves the right to require a deposit to be placed and/or a valid major credit card be used to pay for any damages to the City Stage.
2. City of Marion and/or Marion Business Association festivals and events shall at all times have first priority for use of the City Stage. Use of the City Stage during City of Marion and/or Marion Business Association festivals and events requires approval of the event organizer and/or the City Manager.

3. The City Manager or his or her designee shall have the authority to approve the use of the City Stage for use by units of government, non-profit organizations located in McDowell County or civic clubs located in McDowell County for organized events sponsored by units of government, non-profit organizations located in McDowell County or civic clubs located in McDowell County, such as arts and crafts shows, special demonstrations, community concerts and other community promotion events open to the general public. Such approval may include the adjacent parking lot if necessary.
4. Use of the City Stage by private individuals or groups shall require the approval of the City Council and shall generally be restricted to events open to the general public and having community benefit. Such approval may include the adjacent parking lot if necessary.
5. Groups using the City Stage may use the adjacent restroom facilities, providing that they are open. If the adjacent restrooms will not be open or an event requires additional restrooms, organization wishing to use the City Stage must make arrangements for restroom facilities in other buildings or for portable toilets in accordance with City ordinances. Permission must be obtained from the City of Marion Public Works Director before any portable toilet may be placed on City property or within view of any public street or public property.
6. Under no circumstances may the City Stage be used for flea market sales, personal promotion or other private uses, except with approval from the City Council.
7. The use of alcohol is prohibited on all City property, including in the City Stage and the surrounding parking lots. Possession of alcohol or evidence of consumption of alcohol at the City Stage will result in immediate eviction from the premises, forfeiture of security deposit and may result in criminal charges, fines and penalties.
8. Notwithstanding the previous paragraph, the City Manager or his or her designee is authorized to approve the use of beer and wine for groups or organizations approved to use the City Stage through the issuance of a Public Assembly Alcohol Permit as authorized by the City Code. If a Public Assembly Alcohol Permit is approved for an event at the City Stage, the sale, distribution, possession (except for transport of unopened beer and wine) and consumption of beer and wine shall be restricted to the area defined in the approved permit.
9. The use of tobacco products is prohibited inside the City Stage or in accordance with posted signs.
10. The person or group using the City Stage may not sublet the building to another person or group.
11. No decorations of any kind, i.e., plaques, pictures, or any other objects, shall be fastened to the posts, roof or any part of the City Stage by use of nails, tacks, screws, tape, etc., without permission from the City. Any group using the City Stage is required to pick up any trash or litter generated by the event.

12. Barbeque grills or any outside cooking device shall not be permitted under the City Stage. Any grease or cooking residue from grills or cooking devices used outside the City Stage for any event shall be cleaned from the area immediately following use.
13. No person(s), organization, etc. may use the City Stage for religious services.
14. No persons, firm or organization will be allowed to use the City Stage for the purpose of offering bingo games to the general public.
15. The officers of the Marion Police Department have authority to enter the City Stage at any time for the purpose on insuring compliance with all rules and regulations. Officers of the Marion Police Department shall have authority to open or look in any cups, ice chests and/or coolers on the premises, to monitor possible alcohol use or other improper activity or to verify that a Public Assembly Alcohol Permit has been issued. Violations of these rules and regulations may result in the event being shut down immediately.
16. No signs are permitted to be posted at the City Stage, except on vehicles or personal property. In no case shall signs be placed on the ground in or around the City Stage, except in accordance with City regulations.
17. No skateboards, in-line skates, roller skates or bicycles are allowed inside or around the City Stage.

These regulations shall be effective upon adoption.

Adopted by the City Council of the City of Marion this the 15th day of August, 2017.