



City of Rock Hill Special Event Fee Schedule

Application Fee

No application fee will be charged for special event applications at this time.

NOTE: No Special Event application or permit is required for events held on private property, unless it involves the closing of streets or the need for City services. However, there may be a requirement for other permits such as: tent permits (cooking tents and other tents over 200 square feet), zoning compliance, sign permits, etc. Please contact the Planning and Development Department at 803/329-5590 for information on additional permitting requirements.

Safety and Security

Police officers may be required to provide traffic and crowd control and on-site security. The Special Events Committee will coordinate with the Police Department to determine the number of officers needed. Once that information is established, the event applicant will be responsible for contracting with the Rock Hill Police Department at a rate of \$25 per hour per officer (2 hour minimum for each officer). Please contact the Rock Hill Police Department at 803/329-7278 to make arrangements.

| Staff | Fee | Duties |
|-------------------|--|--|
| Police Officer | \$30 per hour per officer/2 hour minimum per officer | <ul style="list-style-type: none"> • Public safety • Security • Road closures |
| Police Supervisor | \$35 per hour/2 hour minimum | <ul style="list-style-type: none"> • If event requires 5 or more officers, a supervisor is required to be on site at a rate of \$35/hour. |

Event Set-up, Maintenance and Clean Up

A \$25 per hour per staff person fee for set up, maintenance and clean up will be phased in over a three year period for non-City events. The fee will be charged effective July 1, 2010. The fee will be capped at \$100 during fiscal year 2010-2011; \$500 during fiscal year 2011-2012; and \$1,000 during fiscal year 2012-2013. Beginning with the 2013-2014 budget year, non-City events will be assessed and charged at full cost to serve.

| Staff | Fee | Duties |
|--------------|----------------------------|--|
| Public Works | \$25 per hour per worker/2 | <ul style="list-style-type: none"> • Road closure |

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| | hour minimum per worker | signage and blockades <ul style="list-style-type: none"> • Sanitation • Set-up and clean-up |
| Property Maintenance | \$25 per hour per worker/2 hour minimum per worker | <ul style="list-style-type: none"> • Set-up and clean-up • Electrical service on City property • Monitoring of event |
| Parks, Recreation & Tourism | \$25 per hour per worker/2 hour minimum per worker | <ul style="list-style-type: none"> • Facility attendance & maintenance • Stage set-up when approved |