**APPLICATION FOR EXCEPTION**

\*\*ATTENTION APPLICANTS\*\* Information provided to the South Carolina Department of Commerce for the purpose of seeking clarification, guidance or an exception to limits on mass gatherings and events pursuant to applicable Executive Orders issued by the Governor will be collected and retained by the Department to evaluate whether an applicant demonstrates the ability to comply with federal and state COVID-19 procedures and protocols. Information submitted by applicants in connection with a request for clarification, guidance or exception will be made publicly accessible via the Department’s website. Additionally, supporting information submitted to the Department by an applicant may be subject to disclosure pursuant to the South Carolina Freedom of Information Act, S.C. Code Ann. 30-4-10, et seq., and / or any other applicable local, state or federal law or court order, including an authorized request by law enforcement. Pursuant to Executive Order 2020-50 issued by Governor McMaster on August 3, 2020 –Certain types of “Gatherings” attended by more than 250 people are prohibited. The Department of Commerce, in consultation with DHEC, is authorized to grant exceptions to this limitation only upon a thorough and satisfactory demonstration by the applicant that any particular Gathering(s) will comply with, and operate according to, any applicable sanitation, “social distancing,” and hygiene guidelines promulgated by the CDC, DHEC, or any other state or federal public health officials. Guidelines may be reviewed at: [accelerate.sc.gov](http://accelerate.sc.gov) and CDC event guidelines. The Department of Commerce and DHEC are relying on the applicant’s representations in making a determination for event approval. By approving an event, the South Carolina Department of Commerce makes no representation or warranty of any kind, express or implied, regarding the adequacy or completeness of the plans submitted by the applicant for review. Any determination issued by the Department of Commerce, in consultation with DHEC, shall be deemed and considered provisional and shall be subject to revision, alteration, or revocation at any point, and in the sole discretion of the Department of Commerce. An approval, based on the applicant’s representations, will not protect the applicant from action by law enforcement if applicant fails to comply with its representations made herein based on applicable CDC / DHEC guidelines.

**Event Information:**

1.Name of Contact

First and Last



2.Contact Email Address



3.Contact Phone number



4.Host Organization



5.Event Title



6.Event Description



7.Event Start Date



8.Start Time



9.Event End Date



10.End Time



11.Event Location

City, State and Zip



12.Event County

**All Counties**

13.Estimated Attendance (at any given time during your event)

251 - 1,000

1,001 - 5,000

5,001 - 10,000

**10,000 or more**

14.Type of Facility

ie Convention Center, Theater, Performing Arts Center, etc.



15.Is this a ticketed event?

**Yes**

No

16.If the gathering/event is located at a government-owned facility or space, have you been in contact with government contacts there to ensure that relevant guidelines are being followed?

**Yes**

No

N/A

17.Where does your event take place?

Indoor

Outdoor

**Both Indoor and Outdoor**

18.What is the number of persons allowed from Certificate of Occupancy as issued by Fire Marshal for your event space?



19.For an indoor gathering, will the number of attendees at the event exceed 50% of the certificate of occupancy issued by the fire marshal?

The number of indoor attendees must be able to safely occupy the space while maintaining a 6 foot social distance.

Yes

**No**

N/A

20.If outdoor, what is the acreage of the event space?



21.For your outdoor event, will the number of attendees at the event exceed 1,212 attendees per acre?

PLEASE NOTE: The occupancy of 1,212 attendees per (one) acre of property is the estimate to provide for 6 ft. social distancing. This does NOT account for stage, seating, and other infrastructure.

Yes

**No**

N/A

22.Is this a recurring event/meeting?

If you select Yes, any potential approval would apply to each instance of the recurring event as specifically defined within the application with no deviations. PLEASE NOTE: Any changes to the event (including, but not limited to: the venue, event host, etc.) will require a new event request form submitted for EACH instance.

**Yes**

No

Please validate the following

23.Do you have a social distancing plan in place?

**Yes**

No

24.Have you developed a plan to encourage individuals who are not part of the same household to stay at least 6 feet apart before, during and after the event by addressing traffic flow, seating layout or availability of seating or blocking off rows or sections?

**Yes**

No

25.Have you created and planned to post visible guides, such as decals/tape on floors and signs on walls, to promote social distancing?

**Yes**

No

26.Do you require the wearing of masks or face coverings as a condition of admission or participation in accordance with applicable state, county and local laws/ordinances?

**Yes**

No

27.It is preferred to conduct ticket sales online or through touchless payment systems. Do you have a touchless payment system in place OR will you have hand sanitizer at booths/tables where payments will be transacted?

This includes all vendors and participating organizations.

**Yes**

No

N/A - Payments will not be collected

Required

28.Do you have a staff person responsible for responding to all COVID-19 related situations and concerns?

**Yes**

No

29.Have you ensured that staff and attendees have received communication regarding all safety protocols and COVID-19 related policies?

(Ex. external communications such as social media, TV, print, radio, etc. regarding safety protocols, PPE expectations, etc.)

**Yes**

No

30.Do you have a plan for how to handle if someone gets sick with COVID-19?

**Yes**

No

31.Do you have adequate supplies such as soap, water, hand towels and/or hand sanitizer for attendees and/or staff to maintain hygiene?

**Yes**

No

32.Do you have a schedule for increased routine cleaning and disinfection for high traffic areas and bathrooms?

**Yes**

No

33.If serving food/beverages, do you have a plan developed to safely serve and does your plan comply with all DHEC food safety requirements?

**Yes**

No

N/A - Food & Beverages will not be served

34.Have you developed a plan to communicate with partner organizations, such as vendors, to ensure they are aware of all your COVID-19 safety protocols?

Yes

No

35.Have you developed a plan to eliminate lines or queues, if possible, or encourage people to stay at least 6 feet apart by providing signs or other visual cues such as tape or chalk marks in congregation areas such as entrances, exits and restrooms if a 6-foot distance between attendees is hard to ensure?

Yes

No

36.Have you developed OR in some cases discussed with parking lot owner a transportation/parking plan to limit contact between attendees?

(Ex. Placement of signage in parking lot/parking garages encouraging social distancing & mask usage or staggered arrivals times and/or rideshare drop-off times or various parking locations)

**Yes**

No

N/A (Ex. Attendees parking on the street, etc.)

37.Have you purchased adequate supplies to minimize sharing of materials, or limit use to one per family or group of individuals at a time, and clean and disinfect between use?

**Yes**

No

38.Have you ensured all organizations are aware of and follow safety protocols, particularly those that share the venue facilities, such as food vendors?

**Yes**

No

Acknowledgements

Please read and acknowledge the following.

39.I acknowledge and agree that I have reviewed the accelerateSC/CDC guidelines related to gatherings and events.

acclerateSC: <https://accelerate.sc.gov/sites/default/files/Documents/GuidelinesforReopeningMassGatherings.pdf> CDC Guidelines: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/COVID19-events-gatherings-readiness-and-planning-tool.pdf>

**Yes**

40.I understand that local law enforcement and the South Carolina Law Enforcement Division have the authority to break up groups larger than 3 should they pose a public health hazard and/ or become disruptive.

**Yes**

41.I acknowledge and understand that hosting a large event during the COVID-19 pandemic carries the risk of patrons and attendees catching and transmitting COVID-19 and other infectious diseases. Therefore, with this application, I certify that I will be taking all reasonable measures to mitigate the danger that my event may pose.

**Yes**

42.Under penalty of perjury, and with the understanding that false statements may jeopardize the validity of this application, the undersigned certifies that all statements and representations made within this application are true, accurate, and complete to the best of his or her knowledge.

Enter your full name below

