

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: July 13, 2026 **AGENDA ITEM #:** Consent Agenda 6.9

SUBJECT: Special Event – International Storytelling Festival

BACKGROUND:

Attached is the Special Event Permit application from ISC to hold the **Annual Storytelling Festival** September 30 – October 4, 2026 in Jonesborough. The request includes use of the Visitor Center auditorium during registration through the festival as well as Mill Spring Park and gazebo for use for Ghost Stories.

The request for Street Closings and Request for Lot Closures and Police Assistance include the following:

Request for Street Closures

Cherokee Street from Main Street to High Street: Friday-Sunday, October 2-4.

College Street from Second Avenue to Sabin Drive and Sabin Drive from Boone Street to Oak Hill School: Thursday evening, October 1 - Sunday, October 4. Allow only vendors to park between Cherokee and First on one side of College Street. Friday-Sunday, October 2-4.

Spring Street from Main Street to Franklin Avenue, and Clay and Sevier Streets from Main to Spring Street: 6:00-10:00 PM Friday and Saturday, October 2 and 3.

First Avenue from Main Street to High Street: Friday-Sunday, October 2-4.

Main Street from Fox Street to Second Avenue: Friday-Sunday, October 2-4.

High Street: Friday-Sunday, October 2-4.

Request for Lot Closures and Police Assistance

8 PM on Monday, September 21: close the Library Parking Lot for set-up of the tent on Tuesday for the Library Book Sale.

5 PM on Friday, September 25: close the Washington County (Stephenson) Parking Lot for the setup of the tent on Saturday.

6 PM Sunday, September 27: close off and secure the Courthouse Parking Lot, so a performance tent can go up Monday morning.

10 PM Thursday, October 1: close the Downtown Upper Parking Lot for the duration of the Festival.

Visitor's Center parking lots (both sides of the building):

Parking lot near downtown - Closed to general parking from 6 AM on Thursday, October 1, to 6 PM. on Sunday, October 4. Open for 20-minute parking for registrants.

Parking lot near post office - Closed to general parking from 8 AM on Thursday, October 1, to 5 PM on Sunday, October 4. (This lot is used for Visitors Center staff, ISC registration staff, and as a drop-off for school groups on Friday)

The festival boundary includes Boone Street where a 5-mph speed limit is requested during the festival.

Also included is the Special Event/Special Occasion Outdoor Use Permit for the Beer & Wine Garden to be set up at the ISC Plaza from Friday, October 1st through Saturday, October 3rd from 4-8 PM daily, and the Beer Garden to be set up at the Library Tent on Thursday only, October 1st for the evening concert from 7:30-10:00 PM. Identifiable boundaries are included, signage planned stating that alcohol is not permitted beyond this point (the boundary), and wristbands (21 years of age and over only).

The Hold Harmless Agreement and Proof of Insurance are complete.

RECOMMENDATION:

1. Approve the Special Events Permit Application from the International Storytelling Center to hold the National Storytelling Festival September 30 – October 4, 2026, including street closures and Boone Street with a festival speed limit of 5 mph along with the use of the Visitor Center, Mill Spring Park, Christopher Taylor lot, Parson's Table lot, and front plaza of the MBM Storytelling Hall, and other accommodations, as requested.
2. Approve the Special Event/Special Occasion Outdoor Use Permit for the Beer & Wine Garden to be set up at the ISC Plaza Thursday, October 1st – 3rd, 2026 from 4-8 PM daily, and the Beer Garden set up at the Library Tent on Thursday, October 1st for the evening concert from 7:30 PM – 10:00 PM as presented.

Town Of Jonesborough, Tennessee

Special Event Permit Application

A *Special Event* is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.
12-1002 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
12-1003 Jonesborough Municipal Code

Person(s) completing Application

Date

Name Krystal Hawkins

6/1/26

Address International Storytelling Center

116 West Main Street Jonesborough TN 37659

Phone 423-913-1343

Fax 423-913-8219

Email krystal@storytellingcenter.net

Instructions:

- 1) Each question on this application must be answered in some fashion for your application to be considered for approval. Please attach an additional sheet(s) if necessary to completely and accurately provide the requested information in each question, labeling any additional sheet(s) clearly as such.
- 2) **Incomplete applications will be returned to the address you have provided above without further consideration until a complete application, including exhibits is filed.**
- 3) The **original** application and your exhibits of the entire package should be filed with the Town Administrator's office at least **90 days** in advance of your event. See Schedule of Approval, **Chapter 4 Title 12** of the Jonesborough Municipal Code, a copy of which is attached.

Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining that fact:

1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
4. **Outline of your publicity plan** with examples of previous efforts, if available
5. **Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
6. **Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.
10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

SPECIAL EVENT PERMIT APPLICATION
Exhibits 1-13
2026 National Storytelling Festival
Wednesday, Sept 30 thru Sunday, October 4, 2026

Exhibit 1 (Hold Harmless Agreement)

Attached as Exhibit 1

Exhibit 2 (List of Pre-Events and Post-Events)

Storytelling Concert at Library Tent, Wednesday, September 30 from 7:30 – 9:30 p.m. (Public)

Workshops at the International Storytelling Center, Thursday, October 1 from 9 a.m. – 5 p.m.
(Public)

Wine & Beer Garden in the plaza of the International Storytelling Center on Thursday, October 1
from 4-8 p.m. (Public)

Welcome Dinner for Storytellers at Jonesborough Presbyterian Church, Thursday, October 1 from
5:30 – 7:30 p.m. (Private)

Storytelling Concert at Library Tent, Thursday, October 1 from 8 p.m. – 10 p.m. (Public)

Exhibit 3 (Map of Event Site and City Streets)

Attached as Exhibit 3

Exhibit 3A (Festival Grounds and Speed Limit)

A map showing the Festival Grounds is attached as Exhibit 3A

NOTE: The boundary for the National Storytelling Festival includes Boone Street from Main Street to North Lincoln Avenue, and Sabin Drive from Boone Street to the driveway entrance to the Country Inn & Suites. This is the same boundary determined by the Jonesborough Board of Mayor and Aldermen in 2014.

We respectfully request that the speed limit be posted as 5 mph on Boone Street, Thursday thru Sunday, October 1 – October 4, as well as all other areas within the Festival boundaries.

Exhibit 4 (Publicity Plan)

The National Storytelling Festival is promoted through a variety of local, regional, and national media outlets. Local listings include calendar and event publications published by the Town of Jonesborough, the Northeast Tennessee Tourism Association (NETTA), and the TN Dept of Tourism. Media sponsors for the event include Six Rivers Media and WETS in 2026.

The International Storytelling Center prints 40,000 brochures each year that are distributed by direct mail to our database of previous and prospective attendees. They are also distributed throughout the region by Print Distribution Service LLC, which maintains over 500 brochure racks, covering Northeast Tennessee, Southwest Virginia, Northwest North Carolina, and Southeast Kentucky. Rack locations include major hotels and tourist attractions as well as select restaurants, libraries, banks, chambers of commerce, and large local businesses.

A comprehensive marketing plan is developed and implemented year-round for the Festival. Press materials include email campaigns, social media, press releases/updates, and public service announcements (PSAs). We work closely with Jonesborough's Tourism Director for hosting travel writers and group tour operators at ISC to generate interest in the town and the event. We also submit our event for inclusion in calendar listings in a variety of national magazines, such as AAA Magazine and Southern Living, and seek outside editorial copy on the event whenever possible.

A Sample Press Release is attached as Exhibit 4

Exhibit 5 (Security/Parking Plan)

In addition to the security and crowd control annually provided by the Jonesborough Police Department (See Exhibit 13), the National Storytelling Festival will hire additional security officers at the following locations:

Festival Marketplace, September 30 – October 4
Performance Tents and Food Court at Library, September 29 – October 4
Performance Tents and Food Court at Park, September 29 – October 4
Festival Registration, October 1 – October 4

In order to reduce the amount of automobile traffic in town, Festival attendees are encouraged to park at the FORMER Jonesborough Elementary School located at 306 Forest Drive and utilize the shuttle service provided by JC Transit. The shuttle runs to and from the Visitors Center every 20 minutes from 8 a.m. until thirty minutes after programming ends on both Friday and Saturday; plus 8 a.m. - 6 p.m. on Sunday.

Disability parking will once again be located in the parking lot behind the Courthouse.

Vendor street access passes are issued to our food court vendors in both the Storytelling Park and Library locations. Areas designated for vendor parking include: one side of College Street from Christopher Taylor Lane to First Avenue; First Avenue from College Street to High Street, and High Street.

Talent and Media parking is located in the Parsons' Table parking lot.

As in previous years, a limited amount of Jonesborough Merchant Parking will be available in the Parson's Table parking lot as well as the UT Extension Office parking lot. The entrance to both lots will be monitored. ISC will work with merchants to assign parking lots and distribute parking passes.

Per the Town's request on behalf of the Jonesborough Repertory Theater (JRT), ISC requests three parking spaces at the end of First Avenue for JRT parking. Access to and from the parking spaces needs to be through the Jonesborough United Methodist Church parking lot.

ISC will provide shuttle passes to merchants for employees who wish to park at the school and ride the shuttle.

Sample Parking Passes are attached as Exhibit 5; actual passes will be in various colors.

Exhibit 6 (Emergency Plan)

Cell phones are carried by Festival staff and tent managers and can be utilized to call 911 and/or for assistance from the Jonesborough Department of Public Safety and/or the Jonesborough Fire Department in the event of an emergency. A list of emergency contacts is provided to all staff before the event.

The Washington County Rescue Squad is stationed at the Jonesborough Dept for Public Safety, located at 123 Boone Street, for the duration of the event to deal with medical emergencies.

Each tent erected for the National Storytelling Festival is flame-resistant, and certificates stating such are given to the Jonesborough Fire Chief before the event. The tents are also inspected by the Fire Chief so that all fire and safety requirements are met before the opening of the Festival.

Exhibit 7 (Event Sponsor)

The International Storytelling Center produces the National Storytelling Festival. Key contact persons for the Festival include:

Krystal Hawkins
Director of Programs
ISC
116 West Main Street
Jonesborough, TN 37659
(423) 913-1343

C (423) 791-3859

Sandy Reaves
Director of Finance
ISC
116 West Main Street
Jonesborough, TN 37659
(423) 913-8216

C (423) 306-8941

Exhibit 8 (Proof of Liability Insurance)

Attached as Exhibit 8

Exhibit 9 (List of Food Vendors)

A food vendor list for the 2026 Festival is attached as Exhibit 9.

Exhibit 10 (List of Physical Services)

The following businesses or independent contractors provide services for the Festival:

Chattanooga Tent Company
PO Box 3098
Chattanooga, TN 37406
(tents, tables)

Break It Down
PO Box 243
Johnson City, TN 37605
(chairs)

Good Ole Boys Golf Carts
434 Hwy 92 S
Dandridge TN 37725
(golf carts)

Ed Surcey
612 Old Embreeville Road
Jonesborough, TN 37659
(set-up and break-down assistance)

MC Septic Services
P. O. Box 2666
Greeneville, TN 37744
(Port-a-Jons)

Good Batch Mama
3428 Fort Henry Drive
Kingsport, TN 37664
(423) 460-6262
(catering)

Washington County Sheriff's Office
112 W Jackson Blvd.
Jonesborough, TN 37659
(security)

Appalachian Light & Sound
545 Matthews Mill Road
Telford, TN 37690 (stages, sound,
lighting)
(423) 257-8155

Starline Limo
1 Creston Ct
Johnson City, TN 37615
(423) 379-2211
(airport transportation)

Johnson City Transit System
137 West Market Street
Johnson City, TN 37601
(parking shuttle)

Jonesborough Elementary PTA
720 N Cherokee S
Jonesborough, TN 37659
(423) 753-1180
(parking at Jonesborough Schools)

David Crockett Band Boosters
684 Old State Route 34
Jonesborough, TN 37659
(423) 753-1150
(parking at Jonesborough Schools)

Exhibit 11 (Cleanup Plan)

In addition to the cleanup assistance requested in Exhibit 13, post-Festival cleanup is done by a seasonal Festival maintenance crew, Ed Surcey, and the ISC maintenance staff.

Exhibit 12 (Property Usage and Street Closure Request)

The following properties are needed for the National Storytelling Festival:

Library Parking Lot (Library Tent)
Tuesday, September 22 - Monday, October 5

Washington County Parking Lot (Stephenson Lot; Creekside Tent)
Saturday, September 26 - Monday, October 5

Washington County Courthouse Parking Lot (Courthouse Tent)
Monday Morning, September 28 – Monday, October 5

Mill Spring Park (Ghost Story Concerts), including both the parking lot and the green space: Thursday, October 1 - Monday, October 5

Historic Jonesborough Visitors Center (Festival Registration) and both north and south parking lots: Thursday, October 1 - Monday, October 5 (Setup Wednesday, Sept. 30)

Parson's Table Parking Lot (parking for featured tellers, media, and special guests)
Thursday, October 1 - Sunday, October 4.

International Storytelling Center front plaza (facing Main Street)
Thursday, October 1 – Sunday, October 4.

Jackson Theatre (Special Feature Concerts; Rental Agreement with Jackson)
Friday, Oct 2 – Saturday, October 3.

Request for Street Closings:

Cherokee Street from Main Street to High Street: Friday-Sunday, October 2-4.

College Street from Second Avenue to Sabin Drive and Sabin Drive from Boone Street to Oak Hill School: Thursday evening, October 1 – Sunday, October 4. Allow only vendors to park between Cherokee and First on one side of College Street. Friday-Sunday, October 2-4.

Spring Street from Main Street to Franklin Avenue, and Clay and Sevier Streets from Main to Spring Street: 6:00-10:00 p.m. Friday and Saturday, October 2 and 3. (Ghost Stories)

First Avenue from Main Street to High Street: Friday-Sunday, October 2-4.

Main Street from Fox Street to Second Avenue: Friday-Sunday, October 2-4.

High Street: Friday-Sunday, October 2-4.

Request for Lot Closures and Police Assistance (in addition to the no parking areas designated by the police department for the duration of the event). **We appreciate the police department's assistance in assuring these closings and that no parking requests are honored.**

8 p.m. on Monday, September 21: close the Library Parking Lot for set-up of the tent on Tuesday for the Library Book Sale.

5 p.m. on Friday, September 25: close the Washington County (Stephenson) Parking Lot for the setup of the tent on Saturday.

6 p.m. on Sunday, September 27: close and secure the Courthouse Parking Lot, so a performance tent can go up Monday morning.

10 p.m. on Thursday, October 1: close the Parson's Table parking lot for the duration of the Festival.

Visitor's Center parking lots (both sides of the building):

Parking lot near downtown - Closed to general parking from 6 a.m. on Thursday, October 1, to 6 p.m. on Sunday, October 4. Open for 20-minute parking for registrants.

Parking lot near post office - Closed to general parking from 8 a.m. on Thursday,

October 1, to 5 p.m. on Sunday, October 4. (This lot is used for Visitors Center staff, ISC registration staff, and as a drop-off for school groups on Friday.)

Exhibit 13 (Request for Services from the Town of Jonesborough)

Use of Facilities

Visitors Center Auditorium and Porch Area Festival Registration (Approximate Hours)

Wednesday, Sept. 30	8:00 a.m. - 5:00 p.m.
Thursday, October 1	7:30 a.m. - 7:00 p.m.
Friday, October 2	7:30 a.m. - 8:00 p.m.
Saturday, October 3	7:30 a.m. - 8:00 p.m.
Sunday, October 4	7:30 a.m. - 5:00 p.m.

Mill Spring Park Ghost Story Concerts (Approximate Hours)

Thursday, October 1	12:00 p.m. Setup begins
Friday, October 2	6:00 p.m. - 10:00 p.m.
Saturday, October 3	6:00 p.m. - 10:00 p.m.

Jackson Theatre Special Feature Concerts (Approximate Hours)

NOTE: Rental agreement executed through Jackson Theatre; included in Main Street closure request

Friday, October 2	10:00 a.m. – 10:00 p.m.
Saturday, October 3	10:00 a.m. – 10:00 p.m.

Town Beautification in Preparation for the Festival

In the areas below, please make a comprehensive sweep to include mowing and weed-eating all grassy areas and along the rock walls, creek banks, curbs, and sidewalks; sweeping and washing all parking lots, main streets and access streets; pressure washing streets in front of the Storytelling Center, Chester Inn, Christopher Taylor log cabin, and the Presbyterian Church; emptying and preparing all garbage barrels.

The areas to address are:

- Washington Co. Stephenson Parking Lot (Tent set-up Saturday, September 26)
- Courthouse Parking Lot (Tent set-up Monday morning, September 28)
- Mill Spring Park
- Visitors Center-Town Hall-Post Office Complex
- Main Street and Courthouse Square
- Parson's Table Parking Lot
- Library Parking Lot and Sabin Drive-College Street Area (Tent set-up Tuesday, September 22 for Library Book Sale)

Please clean, weed-eat, and care for the right-of-ways for:

- Boone Street
- Cherokee Street from 11-E to Main and Main to RR tracks
- First Avenue from College to Main and Main to RR tracks
- College from First Avenue to Sabin
- Sabin from Boone Street to the school building
- Spring Street from Main to Franklin
- Fox from Main to Woodrow
- Alleyways between Main Street and the creek (from Courthouse Square to First Avenue)
- Highway 11-E (including both rights-of-way and medians) from Jonesborough Elementary School to Washington Drive
- Main Street from Boone to First Avenue
- Christopher Taylor Lane
- Visitors Center parking lots and surrounding yards

Recycling

Please provide recycling containers and extra bags, and deliver to an address to be determined. Festival maintenance crews will place the containers and empty them throughout the Festival.

Main Street Garbage Pick-up

Any assistance that can be given in emptying trash barrels on Main Street on Friday, October 2, and Saturday, October 3, is appreciated.

Bulk Garbage Pick-up

Please place 2 or 3 dumpsters across from the Oak Hill School on Sabine Drive. Festival maintenance crews will collect garbage from the Festival grounds and place it into dumpsters. **Please empty dumpsters prior to 7 a.m. on Saturday, October 3 and Sunday, October 4.**

NOTE: For Friday and Saturday night dumpster pick-up: please wait until After Hours programming is over, approximately 12:30 a.m.

Daily Street and Sidewalk Sweeping and Cleanup

- Main Street from Boone to First Avenue
- Christopher Taylor Lane
- Alleyways between Main Street and the creek, from Courthouse Square to First Avenue
- Visitors Center parking lots and surrounding yards

NOTE: We appreciate follow-up washing and cleaning early mornings, Friday-Sunday, October 2-4.

Sawhorse Needs and Placement

We request that saw horses be provided and in place for these closings as listed below:

Library Parking Lot entrance (2 at each access) by 8:00 pm on Monday, September 21.

Washington County (Stephenson) Parking Lot entrance (2 sawhorses) by 5:00 pm on Friday, September 25.

Courthouse Parking Lot by 6 p.m. Sunday evening, September 27.

NOTE: Police assistance is needed so that the Courthouse tent can go up on Monday morning, September 28.

By 5 p.m. on Wednesday, September 30:

Visitors Center Entrance (1 sawhorse)
Visitors Center Exit (1 sawhorse)
Boone Street at Sabin Drive (2 sawhorses)
Cherokee Street at College Street (2 sawhorses)
Cherokee Street at Main Street (1 sawhorse)
Cherokee Street at High Street (2 sawhorses)
McCall Avenue at College Street (1 sawhorse)
First Avenue at Main Street (2 sawhorses for each side of street)
First Avenue at College Street (2 sawhorses)
Second Avenue at College Street (2 sawhorses)
Mill Spring Park entrance on Fox Street (2 sawhorses)
Courthouse parking lot entrance on Fox Street (1 sawhorse)
Spring Street at Main Street (2 sawhorses)
Clay Street at Main Street (1 sawhorse)
Sevier Street at Main Street (1 sawhorse)
Franklin Street and Spring Street (2 sawhorses)
Parson's Table parking lot Entrance (2 sawhorses)
Visitors Center-Post Office parking lot (5 sawhorses)
Sabin Drive near the old school building (1 sawhorse)
Courthouse Square West for charging station (3 sawhorses)
Parking Lot behind Mauk's of Jonesborough (3 sawhorses)

Traffic and Pedestrian Police Assistance

The Festival shuttle runs from the former Jonesborough Middle School to the Visitors Center throughout the Festival weekend. We request assistance as in the past with traffic at the Middle School on Friday morning, October 2.

We request police assistance along Boone Street and Main Street during the following times:

Thursday, October 1	8:30 a.m. until 5:00 p.m.
Friday, October 2	8:00 a.m. until 12:00 midnight
Saturday, October 3	8:00 a.m. until 12:00 midnight
Sunday, October 4	9:00 a.m. until 6:00 p.m.

Shuttle buses run round-trips from the former Jonesborough Middle School to the Visitors Center every 20 minutes from 8:00 a.m. until thirty minutes after programming ends on both Friday and Saturday (approx. 11:15 p.m.) and 8:00 a.m. until 6:00 p.m. on Sunday.

On Friday, October 2, school buses will be routed to and unload from the parking lot behind the Visitors Center. The buses will then park at the former Jonesborough Middle School.

Charter buses will unload at the Visitors Center and park at the former Jonesborough Middle School.

Ghost Story Concerts

Police assistance is needed to keep streets closed in this area, and to provide traffic control as people arrive and depart the concerts. Police assistance is also needed to keep people off railroad tracks during the concerts.

Parking on Spring Street from Main Street to Franklin Avenue needs to be prohibited on Friday, October 2, and Saturday, October 3.

Spring Street needs to be closed from 6 p.m. until 10 p.m. on both evenings for Ghost Story concerts.

Overnight Watch

Police assistance is requested for the protection of the Festival grounds before, during, and after the Festival. ISC will provide three security guards to watch over the sound equipment, chairs, stages, food-service equipment, and other items, but attention given by the officer(s) patrolling the Festival area will be appreciated.

Exhibit 14 (Wine and Beer Garden permit application)

Attached as Exhibit 14

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 8th day of June, 2026, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned International Storytelling Center,
(Name of Organization or Sponsor)
called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnatee."

Indemnitor has submitted a Special Event Permit Application to indemnatee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnatee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take place within the limits of the Town of Jonesborough in consideration of the indemnatee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

SECTION I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnatee from any liability, loss or damages indemnatee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the special event outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the event, and agrees and covenants to indemnify indemnatee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnatee from all liability and/or loss or damages for or arising out the special event outlined in the application, whether it be caused by the negligence of indemnatee, indemnatee's agents or employees, indemnatee's contractors or otherwise.

SECTION II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the special event concludes, including cleanup.

SECTION III

Expenses, Attorney's Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorney's fees or court costs, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorney's fees or costs.

SECTION IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obligated to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

SECTION V

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above

Organization: International Storytelling Center

By: Krystal 2 Hawkins

Printed Name: Krystal Hawkins

Title: Director of Programs

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Krystal Hawkins, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the Director of Programs (title) of International Storytelling Center (organization), and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of organization by himself/herself as such officer.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 8 of June, 2026.

My Commission Expires:

12-7-26



Sherry Greene
NOTARY PUBLIC

LEGEND

- | | | | |
|-------------|------------------|---------------------|------------------|
| Restrooms | Shuttle Bus | Food Court | Parking |
| Story Spot | Road Incline | Festival Shopping | Festival Parking |
| Information | Festival Grounds | Courtesy Cart Stops | Charging Station |

Map of the Festival Grounds



Shuttle Service A
shuttle will provide transportation from parking at the Jonesborough Middle and Elementary Schools to the Historic Jonesborough Visitors Center on Boone Street (shown above). Cost is \$5 to park and \$1 per person, each way, to shuttle (age 5 and under free).

EXHIBIT 3:
EVENT MAP

Map of Festival Grounds

Within the Green Lines



Exhibit 3A: Festival Grounds w/ Boundaries in Green



INTERNATIONAL STORYTELLING CENTER

FOR IMMEDIATE RELEASE

For media requests, please contact: angela@storytellingcenter.net

Tickets on Sale Now for the 2025 National Storytelling Festival
October 3–5 | Jonesborough, Tennessee

JONESBOROUGH, TENN. Tickets are now available for the **National Storytelling Festival**, set for **October 3–5, 2025**, in the heart of Tennessee's oldest town. Produced by the **International Storytelling Center**, the Festival sparked the American storytelling revival when it debuted in 1973—and more than 50 years later, it remains the world's premier event celebrating the power of stories.

This year's Festival brings together more than **two dozen master storytellers from across the country** for a weekend of performances under big-top tents along the streets of historic Jonesborough. From folklore and tall tales to personal narratives and character portrayals, the Festival offers something for everyone—with moments that will make you laugh, cry, and see the world with new eyes.

Returning fan favorites include:

- **Bil Lepp**, West Virginia's "Champion Liar," known for his razor-sharp wit and wild yarns;
- **Dovie Thomason**, whose compelling stories draw from Native American heritage;
- **Alton Chung**, blending history and myth in evocative tales from Hawaii and Japan;
- **Donald Davis**, a Festival icon beloved for his timeless, heartwarming stories that have moved multiple generations.

The Festival also introduces audiences to **New Voices**, a spotlight on storytellers making their mainstage debut. Among them is **Tim Ereneta**, a California-based artist who combines his background in theater with a deep passion for folktales.

"When I first learned about the American storytelling revival in the 1980s, I knew that someday I would make the pilgrimage as a listener. I finally got to attend in 1993, and it was everything I had hoped: an immersion into the world of imagination," says Ereneta. "I'm excited to perform at the National Storytelling Festival because it's a place where the audience knows how to listen. The Festival knows the magic of storytelling, and how teller and listener work together to imagine the stories."

Festivalgoers can choose from a **variety of ticket options**, including full weekend passes, day passes, or single-event tickets to standalone shows like the annual Ghost Story Concerts. Core programming runs **10 a.m.–9 p.m. on Friday and Saturday**, and **10 a.m.–4 p.m. on Sunday**. Passholders are welcome to come and go throughout the weekend.

Can't make it to Jonesborough? The Festival will also be **livestreamed from our Family Tent on October 3**, bringing the magic of storytelling to audiences around the world.

Visit www.storytellingcenter.net to explore the full lineup, event details, and ticket options.

Festival Parking Permit

Library/Heritage Alliance Parking Lot

September 30 - October 4, 2026

Name: _____

Parking Pass for the days not X'd out

Wed 9/30	Thu 10/1	Fri 10/2	Sat 10/3	Sun 10/4
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/08/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Highlands Insurance Group LLC 508 Princeton Road STE 104 Johnson City, TN 37601	CONTACT NAME: Jordan Sizemore PHONE (A/C, No, Ext): 423-594-0222 FAX (A/C, No): 423-594-0232 E-MAIL ADDRESS: jsizemore@highlandsins.com														
INSURED International Storytelling Center 116 W Main St. Jonesborough, TN 37659	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: West Bend Mutual Insurance Company</td> <td>15350</td> </tr> <tr> <td>INSURER B: Accident Fund Insurance Company</td> <td>12304</td> </tr> <tr> <td>INSURER C: Mt. Vernon Fire Ins. Company</td> <td>26522</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: West Bend Mutual Insurance Company	15350	INSURER B: Accident Fund Insurance Company	12304	INSURER C: Mt. Vernon Fire Ins. Company	26522	INSURER D:		INSURER E:		INSURER F:	
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COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY	X		B217230 03	11/10/2025	11/10/2026	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	☒ POLICY ☐ PROJECT ☐ LOC						PRODUCTS - COMPIOP AGG \$ 3,000,000
	OTHER:						\$
A	AUTOMOBILE LIABILITY	X		B217230 03	11/10/2025	11/10/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☒ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
A	☒ UMBRELLA LIAB ☒ OCCUR	X		B217230 03	11/10/2025	11/10/2026	EACH OCCURRENCE \$ 2,000,000
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE \$
	☐ DED ☐ RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A		AF WCP 100085646	11/10/2025	11/10/2026	☒ PER STATUTE ☐ OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in IN)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	D&O/EPLI			NDO2558995F	02/28/2026	02/28/2027	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Jonesborough is listed as additional insured on the general liability, automobile liability, and umbrella policies.
 Dates of event: 09/30/2026 - 10/04/2026

CERTIFICATE HOLDER

CANCELLATION

Town of Jonesborough 123 Boone Street Jonesborough, TN 37659	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jordan Sizemore
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2026 National Storytelling Festival
Food Vendors

Exhibit 9

Park Food Court

Juicy Butts BBQ

Scottie Lamons

423-620-1761

Juicybuttsbbq423@gmail.com

Mama's Food Factory

Ty & Krista

423-765-7182

Tybo1368@gmail.com

International Foods

Nicholas Chronis

865-235-8264

ncchronis@hotmail.com

Library Food Court

Pizza Hut

Lori Fedele

423-753-7778

37668@tastyph.com

Risin' Vibes

Brandon and Lacy Bell

305-219-4543

riseupcaterings@gmail.com

Lil Delights Concessions

Star Mullins

276-275-4766

starmullins@icloud.com

Courthouse

Dugan's Snack Shack w/ Blunt Pretzels

Jason Kautz

1-760-614-0384

Jasonakautz@gmail.com

TOWN OF JONESBOROUGH

SPECIAL EVENT / SPECIAL OCCASION
OUTDOOR USE PERMIT
APPLICATION

International Storytelling Center, 110 W. Main St., JBO, TN 37659, 423-753-2471
Organization Name Address Telephone

Representative's Name: Lesley McDavid

Representative Telephone: 423-913-8234 Email: lesley@storytellingcenter.net

Non-Profit Yes ☒ No ☐

Main Street Cafe 117 W. Main St., JBO, TN 37659 423-753-2460
Restaurant Name Address Telephone / Cell #

Zak Jenkins 423-571-5003
Owner's Name Telephone / Cell #

Mailing Address: 117 W. Main Street ztj117@gmail.com
Jonesborough, TN 37659 Email Address

Date of Request: 10/1/26 - 10/3/26

Describe Intended Activity: Beer & Wine Garden, Beer Tent at Festival (Thursday night only), Library Tent, Washington County Library, Parking Lot

Describe equipment, structures, furnishings, etc. to be used: Beer wagon with four dispensers, small kegator

Special Event/Special Occasion Boundary

Describe: Beer garden-picket fencing around plaza, beer tent-boundary marked & monitored, signage posted (you can't go beyond signs) & wristbands

Schematic of area with boundary attached? ☐ Yes ☒ No

Describe how proceeds or event will benefit community: proceeds will be received by ISC, nonprofit organization serving the community

Describe how alcohol will be served: plastic cups

When will the ABC Special Occasion Permit be submitted, if required: 7/31/26

Which non-profit will be submitting the ABC application, if required: ISC

How will the Special Event/Special Occasion boundaries be established so that all alcohol consumption will take place within the approved area: Picket fencing

Do Not Cross Signs, monitored, signs, you can't go beyond signage

How will the area be marshaled: Volunteers, ISC staff

How will the legal age of consumers be monitored: IDs checked, Wristbands

How are participants identified: Wristbands & IDs (Drivers License) checked

Who are the contact people during the event, and whom does the Police contact if communication is required: Lesley McDavid 423-943-1060

Sandy Reaves 423-306-8941

How can the contacts above be located during the event: By phone and at the location

Phone #(s): 423-943-1060, 423-306-8941

Has proof of liability insurance been provided? ☒ Yes ☐ No

Town of Jonesborough been named co-insured? ☒ Yes ☐ No

Date of Policy Term: From 11/10/25 To 11/10/2026

Review by Town Attorney: _____
Signature Date

Statement of Understanding: I have read the entire Town of Jonesborough Outdoor Use Policy. I understand and agree to abide by all requirements and conditions.

Lesley McDavid / Facility Director
Name / Title

International Storytelling Center
Organization

Lesley McDavid
Signature

6/9/26
Date

Zac Jenkins
Name / Title

Main Street Cafe
Restaurant

[Signature]
Signature

6-19-26
Date