

VENDOR USE AGREEMENT THE OLD STATE CAPITOL & PUBLIC GROUNDS



Kentucky
HISTORICAL SOCIETY

100 W. Broadway St. | Frankfort, KY
502-564-1792 | history.ky.gov

VENDOR RESTRICTIONS REGARDING USE OF THE OLD STATE CAPITOL GROUNDS AND PUBLIC SQUARE

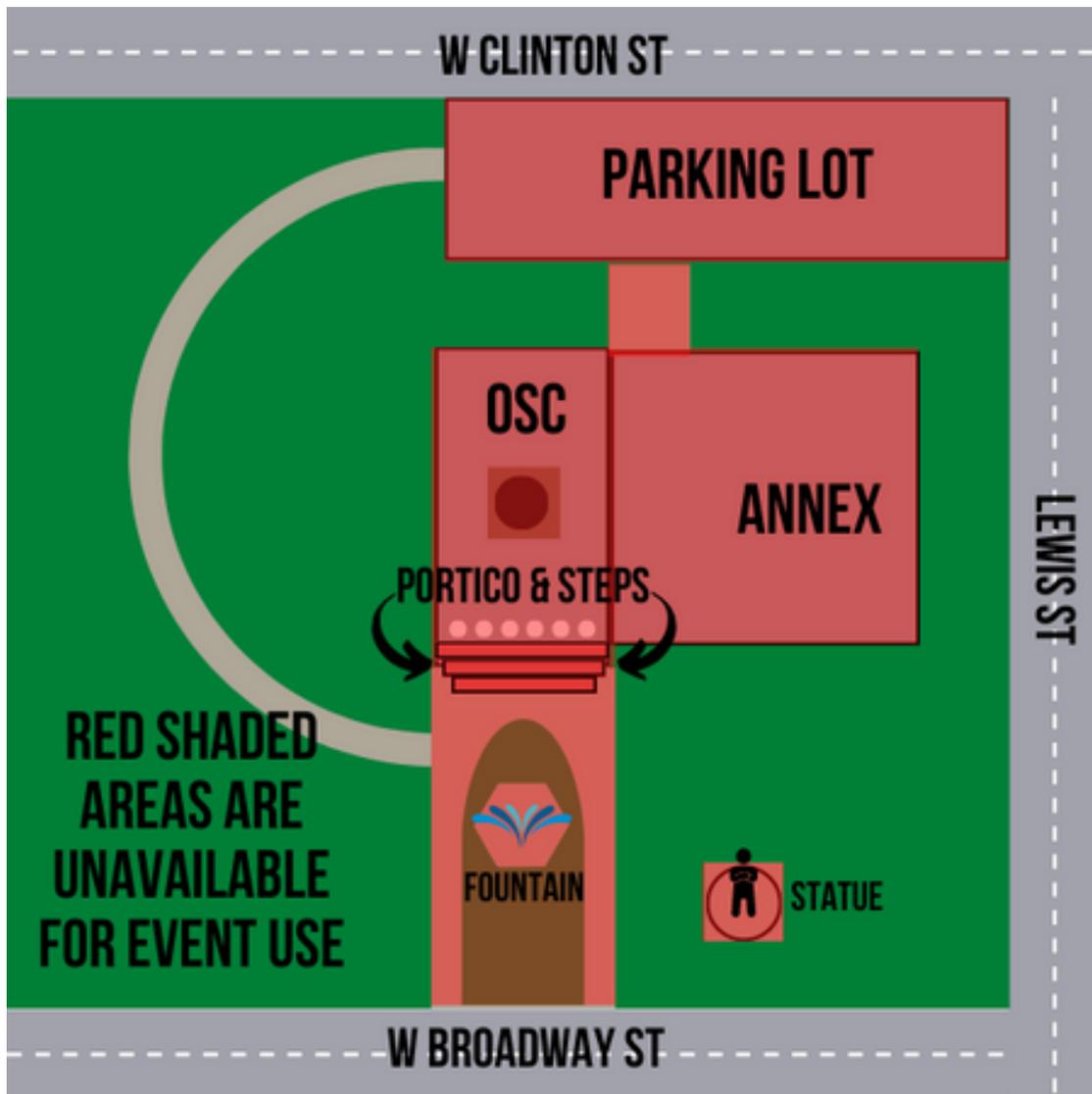
The Old State Capitol and Public Square is a National Historic Landmark operated as a historic site and museum by the Kentucky Historical Society. Public use of the surrounding grounds must be authorized by KHS and consistent with the nature of the site, and not affect daily operations. Guidelines and regulations may be more stringent than those associated with non-historic public spaces. Individuals, organizations, and agencies (Vendors) wishing to use this space must adhere to the following:

- Digging, excavating, or using metal detectors on KHS Facilities and Grounds is strictly prohibited.
- Posting or affixing signs, banners, announcements, or other documents on any exterior or interior wall, ceiling, floor, door, window, or other surfaces is prohibited.
- The mass release of birds, butterflies, or other living creatures is prohibited.
- The following items are prohibited: hot-air balloons and similar lighter-than-air objects and aircraft; powered aircraft, including but not limited to drones and remotely-operated aircraft; remotely controlled toys and vehicles; flammable liquids and ignition sources including gasoline, propane, grills, portable generators; rockets, and similar missiles; fireworks and other explosive items.
- The following items are not permitted in any KHS Facility unless such items are owned or controlled by the state: (1) Any equipment, apparatus, or machinery that fails to conform with local fire codes; (2) Skateboards, roller skates, rollerblades, bicycles, mopeds, motor bicycles, motorcycles, and hoverboards; exclusive of mobility devices used by a disabled individual; and (3) Any personal property that interferes with any electrical or mechanical system in a KHS Facility.
- Vendors shall not be permitted to obstruct passageways. Objects shall not be placed in a manner that may impair the normal conduct of business or the safe evacuation of people in the event of a fire or similar emergency.
- If the Vendor causes damage to KHS Facilities or Grounds, disrupts business, or threatens individuals, the offender may be subject to immediate removal and possible arrest.
- Use of open flames and candles in KHS Facilities and Grounds is strictly prohibited.
- Use of glitter or confetti in KHS Facilities and Grounds is strictly prohibited.
- Parking must be in designated areas, including event organizers and service workers.
- Rental/usage is limited to specified areas (see diagram on page 4). It does not extend to the use of the portico, the steps, the front walkway, or any part of the physical structure, inside or out.
- Vendors must respect the property and historic objects and follow any special instructions provided by KHS staff to safeguard the historic structures or grounds (whether prior to or during the event).
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- Requirements for additional electrical service, lighting, water, security, portable toilets, custodial services, groundskeeping services, garbage removal, catering, audio-visual support, and similar services are the responsibility of the Vendor, but KHS must authorize/approve these services in advance.

VENDOR RESTRICTIONS REGARDING USE OF THE OLD STATE CAPITOL GROUNDS AND PUBLIC SQUARE

- Setup and installation of any trailers, stages, tents, portable buildings, and similar items are by prior approval of the Kentucky Historical Society only.
- All activities and displays, including setup and breakdown, must not interfere with KHS operations, including guided tours, public programs, operating hours, special events, or the Old State Capitol Annex's operations.
- Historical presentations must be approved by the Kentucky Historical Society (for accuracy and authenticity prior to the event). KHS makes no endorsement of historical interpretation by granting use of KHS facilities or grounds.
- No vehicles may be driven or parked inside the Old State Capitol Grounds, including on the lawns and the brick walkways.
- Nothing may be taped, hung, nailed, screwed, leaned against, draped over, or attached in any manner to any portion of the Old State Capitol, Old State Capitol Annex, fountains, Governor Goebel statue, light fixtures, or trees.
- The Vendor accepts full responsibility for damages to structures and/or landscaping features that occur as a result of their usage during the event or program. This includes but is not limited to, damage to the Old State Capitol and Annex structures, lawn, trees, sidewalks, fountain, and light fixtures. Due to the nature of the site, any required repairs must be performed by approved professionals and in a manner approved by the Kentucky Historical Society.
- The Kentucky Historical Society reserves the right to refuse or limit any event, program, or associated vendor it feels may cause undue stress or risk to the grounds or structures.
- Exterior activities must be confined to pre-approved areas upon the grounds (see diagram on page 5).
- No one is permitted to climb on or into the fountain or climb on the Goebel statue.
- The Kentucky Historical Society reserves the right to refuse any event it judges to be in conflict with the nature and/or spirit of the site as a State and National Historic Landmark.
- All trash and debris must be removed by the end of the event. The Kentucky Historical Society reserves the right to charge the user for removing trash and debris left on the premises and for restoring the premises to their previous condition.
- Kentucky Historical Society staff may be present as necessary during events on the grounds, including setup and breakdown.
- Use of the KHS brand, logo, or name must be approved by KHS prior to publication. Kentucky Historical Society reserves the right to be listed as a co-sponsor on related printed material or announcements.
- The Commonwealth and KHS do not endorse or sponsor any commercial product, service, or activity. KHS's participation in this agreement or provision of goods, services, facilities, or equipment under this agreement does not constitute an endorsement by KHS or the Commonwealth. Party agrees that nothing in this agreement will be construed to imply that KHS or the Commonwealth authorize, support, endorse, or sponsor any product or service of the Event or the activities conducted under this agreement.

ADDITIONAL RESTRICTIONS REGARDING USE OF THE OLD STATE CAPITOL GROUNDS AND PUBLIC SQUARE



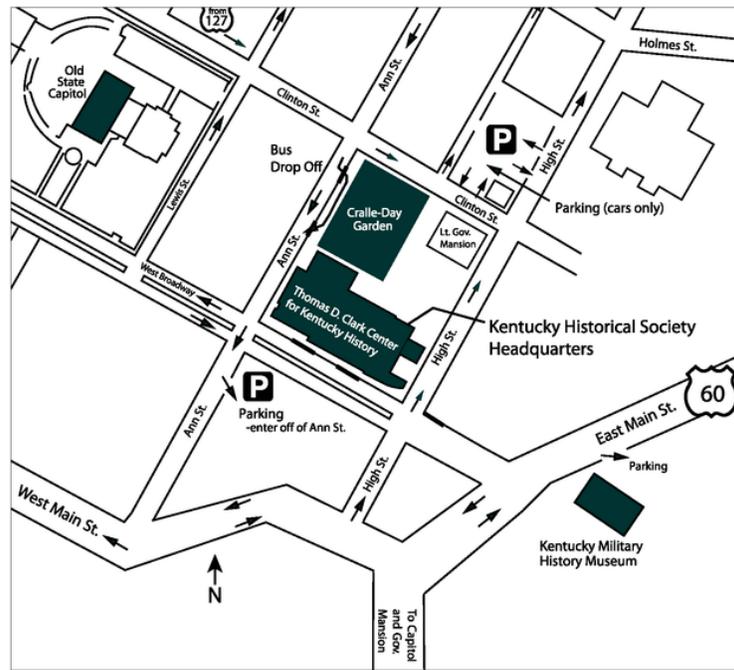
CONTACT US

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The Kentucky Historical Society accepts in principle the "Policy Statement of the Department of Finance for Use of the Commonwealth Facilities by Non-Governmental Groups." The Kentucky Historical Society does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability and provides, on request, reasonable accommodation including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs, and activities.



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