



Special Event Application

10/4/2024

Simple

160-SE-2024

Event Information

Event Name CAPTIVE RESOURCES

Event Location 6333 N SCOTTSDALE RD

Event URL HILTON.COM

Event Description MEAL ROOM FOR 180 PEOPLE ON 11/6 RECEPTION, 11/7 - BREAKFAST & LUNCH, 11/8 - BREAKFAST

Event Dates

Event Dates (4)	Start Date	End Date	Participant Attendance	Other Attendance
	WED 11/6/2024 6:00 PM	WED 11/6/2024 8:30 PM	180	10
	THU 11/7/2024 7:30 AM	THU 11/7/2024 9:00 AM	180	10
	THU 11/7/2024 12:00 PM	THU 11/7/2024 1:30 PM	180	10
	FRI 11/8/2024 7:30 AM	FRI 11/8/2024 9:00 AM	180	10

Setup Date WED 11/6/2024 2:30 PM - 05:30 PM

Teardown Date FRI 11/8/2024 9:00 AM - 12:00 PM

Applicant Information

Applicant HILTON SCOTTSDALE RESORT & VILLAS

Applicant Address 6333 N. SCOTTSDALE RD

Applicant City SCOTTSDALE, AZ 85250

Applicant Name KAREN TONKINSON

Title DIRECTOR OF SALES & MARKETING

Phone (480) 948-7750 Email KAREN.TONKINSON@HILTON.COM

On-Site Contact KAREN TONKINSON

Title DIRECTOR OF SALES & MARKETING

Phone (480) 948-7750 Email KAREN.TONKINSON@HILTON.COM

Applicant Experience HOTEL HAS HOSTED A VARIETY OF CONVENTIONS SINCE OPENING IN 1973.

Prior Events

Has this event been produced before? YES

Is this an annual event? NO

Are there any changes from previous years? NO

Event Elements

Elements EDUCATIONAL

Description CLIENT IS HOSTING A PROGRAM OF EDUCATION AND NETWORKING

Event Equipment



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Stages	NO	Tables, Chairs, Furniture	YES
Generators	NO	Inflatables	NO
Portable Bars	NO	Amplified Sound	NO
Speakers	NO	Temporary Restrooms	NO
Fencing	NO	BBQ Grills or Propane Use	NO
Lighting	YES	Tents/Canopies	YES

LARGER THAN 20' x 20' QTY: 1

Vendor Sales

Retail Merchandise	NO	Food And Non-Alcoholic Beverages	NO
Food Trucks	NO	Alcohol	NO
Services	NO		

Signage Plan

On-Site Signs? NO

Off-Premise Signs? NO

Signage Plan Description:

Parking Plan

City parking lot	NO	City parking garage	NO
On-street parking	NO	On-site parking	YES
Off-site parking	NO	Shuttle service from off-site parking areas	NO
Valet service	NO	Rider Provider	NO

Parking Plan Description

PARKING WILL BE ON THE PROPERTY OF THE HILTON SCOTTSDALE RESORT & VILLAS

Entertainment - Amplification/Sound Plan

Entertainment

Sound Monitoring

Time and type of outside sound and sound check times



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Plan for sound monitoring, containment, and mitigation

Police/Security

Security Personnel

Inhouse Security YES Estimated Number : 4

Hired Security NO

Off Duty Police NO

Scottsdale Fire Department and Medical Standby Services

Fire Department Permit Required YES

Medical Standby NO

Fire Apparatus/Personnel Standby Required NO

Application Authorization

WARRANTY: Applicant warrants that the information provided in this application is true and accurate to the best of Applicant's knowledge and belief.

INDEMNIFICATION: To the fullest extent allowed by law, the Applicant agrees to defend, indemnify and hold harmless the City, its officers, officials, representatives, agents, employees and volunteers from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to, attorney fees, court costs, the cost of appellate proceedings, and all claim adjusting and handling expenses, arising from or related to any acts or omissions of the permit holder or its agents, contractors and subcontractors related to the Special Event including any claims, damages, or losses resulting from the City's or its employees' or agents' negligence.

The Applicant's signature below authorizes a City representative to inspect a special event on City or private property at any time, including setup.

AUTHORITY: For special events on public property, the Applicant warrants:

I am the permittee or an authorized agent of the permittee with authority to legally bind the permittee (an agent may sign only if the event is on private property) and agree to the conditions of this permit.

☒ Signature of Applicant - must be the same person listed on application.

Printed Name KAREN TONKINSON

Date 10/4/2024

Title of Applicant DIRECTOR OF SALES & MARKETING

