ALABAMA STATE HOUSE

FRONT STEPS RALLY/EVENT RULES & POLICIES

The following rules and policies shall apply to all rallies or events on the front steps of the Alabama State House, and certain requirements must be met before permission to hold a public rally or event will be granted.

PERMISSION:

- Any person, group, or association desiring to use the Front Steps of the State House for a public rally or event must obtain approval from authorized legislative personnel.
- Public events or rallies on State House grounds are only permitted on the front steps of the State House.
- If permission is granted, failure to follow or abide by any of these rules may result in additional restrictions or revocation of any applicable permissions granted, up to and including cancellation of the event. Further, approval to host an event or rally may be withdrawn or cancelled at any time in the sole discretion of authorized legislative personnel for any reason deemed to be in the best interests of the Legislature in the sole discretion of applicable legislative personnel.
- The Alabama Law Enforcement Agency and State Fire Marshall will be notified of all approved public rallies/events.

APPLICATION:

- The State House Visitor/Information Desk is responsible for the processing of all public rally/event requests and the scheduling of all approved requests. All public rally/event requests must be submitted to the State House Visitor/Information Desk.
- A completed Request to Assemble Form must accompany all public rally/event requests. Request forms can be found on the Alabama Legislature's website, or by calling the State House Visitor/Information Desk at (334) 261-0739.
- All public rally/event requests, including the submission of the Request to Assemble Form, must be made no less than 5 days prior to the rally/event.
- Public rally/event requests are subject to scheduling availability.
- For approved rallies/events, the Legislature will provide a podium and an electrical power cord upon request, subject to the availability of each. However, the Legislature does not provide a speaker, microphone, or any other sound or other types of equipment for public rallies or events on the State House Front Steps.
- Any rally/event organizer requesting to assemble 25 or more participants for a rally or other event must meet in advance with authorized legislative security personnel and provide a written or electronic copy of the rally/event agenda, organizer contact information, and, if applicable, verification of the group or association the organizer represents. A detailed description of the purpose of the rally/event must also be provided.

GENERAL GUIDELINES/RESTRICTIONS:

- Public rallies/events cannot be held before 9:00 a.m. or later than 4:30 p.m.
- All public rallies/events are limited to one (1) hour per day.
- At the conclusion of an approved rally/event, no other person or group may assemble for a period of one (1) hour.
- School bands and/or individuals or groups with musical instrument or noisemaking devices will not be permitted to perform or engage in noisemaking activity unless approval by authorized legislative personnel.
- Public rallies/events, including the participants and any staging areas, cannot block the front entrance of the Alabama State House nor prohibit or interfere with any other visitor's ability to safely enter or exit the building.
- The physical limits and the equipment location of any staging areas will be subject to the approval of authorized legislative personnel. Signs, banners, flyers, flags, equipment, and other rally/event-related items cannot be affixed to walls, fixtures, parking meters, doors, plants, or other surfaces without prior approval by authorized legislative personnel. Any equipment used at a public rally/event is subject to inspection by authorized legislative security personnel, the State Fire Marshall, and Alabama Law Enforcement Agency officers.

- The Legislature is not responsible for any loss, damage, or harm caused or incurred by the public rally/event, and the individual, group, or association holding the rally/event will be financially liable for any damages caused by the rally/event to the Alabama State House and adjoining property.
- Rally/Event Organizers are responsible for cleanup following an event, and failure may result in a maintenance fee to be determined at the time of application.
- Access into the Alabama State House for participants of rallies or events of 25 or more persons will be controlled by State House security personnel in order to ensure the safety of legislators, staff, and all visitors. Such access control will be in conjunction with the State Fire Marshall and in compliance with the Alabama Fire Code.

###