



CITY OF FORT LAUDERDALE OUTDOOR EVENT APPLICATION

\$100 Fee
must
accompany
application

Application must be filled out completely in DARK ink or type, and submitted at least 90 days ahead of your planned event.

The application will be reviewed by our administrative staff to determine the following criteria:

1. Facility requested
2. Compliance with City ordinances
3. Special permits required
4. Charges your organization will incur when City assistance and/or services are required
5. Security requirements
6. Environmental issues/effects on surrounding areas

PART I: EVENT REQUEST

Event name: 2012 Fight for Air Run/Walk Fort Lauderdale

Purpose of event (check one): Fundraiser Awareness Recreation Other _____

Requested location: Start/Finish in Huizenga Plaza; Run/Walk route- see attached

Estimated daily attendance: 500-700

Requested dates and time of event:

	DATE	DAY	BEGIN	END
EVENT DAY 1:	10/6/12	Saturday	5:00 AM	1:00 PM
EVENT DAY 2:	_____	_____	_____ AM/PM	_____ AM/PM
EVENT DAY 3:	_____	_____	_____ AM/PM	_____ AM/PM
SETUP:	10/6/12	Saturday	5:00 AM	7:00 AM
BREAKDOWN:	10/6/12	Saturday	12:00 PM	1:00 PM

Has this event been held in the past? Yes No

If yes, please list past dates and locations: Huizenga Plaza – Nov. 1, 2001; Nov. 2, 2002; Oct. 3, 2003; Oct. 2, 2004; Oct. 8th, 2005; Oct. 7th, 2006; Sept. 29, 2007; Oct. 4, 2008; Oct. 3rd, 2009; Oct. 2, 2010; Oct. 1, 2011

Detailed event description (include activities, entertainment, vendors, etc.): **The 3.1-mile run/walk will take place at Huizenga Plaza in Las Olas Riverfront. Registration begins at 8:15AM and the walk starts at 9:30AM. We anticipate 500-700 walkers to participate-- children, families, corporations, hospitals, & those directly afflicted with lung disease participate in this worthwhile fundraising event. During the event, there will be a DJ playing music in the plaza. Tables will be set-up for corporate sponsors and there will be a bounce-house & face-painter for children. We also generally have a massage school come out to offer free massages to participants.**

PART II: APPLICANT

Organization name: American Lung Association in Florida

Address: 2020 S. Andrews Ave. City, State, Zip: Fort Lauderdale, FL 33316

Phone: 954-524-4657 Fax: 954-524-3162

Non-Profit Organization? Yes No Tax ID #: 85-8012646626c-2

Corporation name: American Lung Association of the Southeast, Inc.
(as it appears in articles of incorporation)

Date of incorporation: 1947 State incorporated in: FL Federal ID #: 59-0662271

Two authorizing officials for the organization:

President: Susan Maurer Phone: 954-390-0100

Secretary: Edgar B. Bolton Phone: 954-981-3700

Event Coordinator: Dana Filetti Will you be on-site? Yes No

Title: Development Manager Phone: 954-745-8409 Cell: 251-597-8691

E-mail address: dfiletti@lungfla.org Fax: 954-524-3162

Additional Contact: Paula Prendergast Will you be on-site? Yes No

Title: Regional Director Phone: 954-727-0907 Cell: 561-271-0769

E-mail address: pprendergast@lungfla.org Fax: 954-524-3162

Event production company (if other than applicant): _____

Address: _____ City, State, Zip: _____

Contact person: _____ Title: _____

Phone: (day) _____ (night) _____ (cell) _____

E-mail address: _____ Fax: _____

PART III: EVENT INFORMATION

Are you planning to charge admission? Yes No
If yes, how much? \$35 (if not already pre-registered)

Are you requesting to fence the event? Yes No

Are you planning on having any type of concession? Yes No
If yes, State Health Dept. must be notified 10 days prior to event. Call John Litscher at 954-632-8094.

Are you planning on selling alcoholic beverages? Yes No
If yes, how will the beverages be served? (Draft truck, cold plate, mini-bar, beer tub, table service, etc.)

Are you planning on serving free alcoholic beverages? Yes No
If yes, to whom will it be given? _____

Are you planning to have any type of amusement rides? Yes No
If yes, name of company: **We plan to have a bounce house. Company: Fun Factory**

What type of rides are you planning? **Just a bounce house**
(All rides must be approved by the State of Florida Bureau of Fair Rides and all permits must be secured prior to opening. Contact Ron Jacobs at jacobsr@doacs.state.fl.us or (850) 488-9790).

Are you planning to play or have music? Yes No
If yes, what music format(s) will be used? (amplified, acoustic, recorded, live, disc jockey, etc):

We will have a DJ

List the type of equipment you will use (speakers, amplifier, drums, etc):

Speakers

Will you use any type of soundproofing equipment? Yes No

List the days and times music will be played: **Saturday, October 6th, 2012 7:30AM-11:30AM**

How close is the event to the nearest residential use? **Condo building across the street from Huizenga Plaza**

Will your event require road closings? **NEED TO DISCUSS- MAY NEED PARTIAL CLOSINGS OR POLICE CARS PER GUIDANCE OF SGT. SOUSA LAST YEAR, HOWEVER WE'VE NEVER REQUIRED ROAD CLOSURES IN THE PAST!** Yes No

If yes, list requested streets and times in detail: _____

******PLEASE NOTE****** You are required to secure barricades and/or directional traffic signs for road closings. Please attach a layout of your traffic plan, including the placement and number of barricades, signs, directional arrows, cones, and message boards, as well as the name of the company you will be using. Your traffic plan must be approved by the Police Dept. which may terminate any event occurring without the proper use of barricades.

Will your road closings affect access to parking spaces or parking lots? Yes No
******PLEASE NOTE****** All road closings which result in loss of revenue from inaccessible parking spaces will be billed to the event organizer and must be paid in full before the event. Please call Keela Black at 828-3794.

Will any recyclable materials be utilized at this event? Yes No
(Materials that can be recycled include all clean paper, cardboard, glass, plastic drink containers, aluminum cans, and milk or juice boxes.) Please refrain from the use of Styrofoam plates and cups.

Who will provide clean up services for garbage and recyclables? **Waste Pro** (Company name)

Contact Name: **Kenneth Rhodes** Phone: **954-873-5013**

******PLEASE NOTE****** All grounds must be cleaned up **immediately** after completion of event. Recyclable materials should be recycled at all City facilities and parks. Recycling service may be provided by your organization, a private company or in some cases by the City of Fort Lauderdale. You are responsible for securing recycling services. Contact Janet Townsend at jtownsend@fortlauderdale.gov or (954) 828-5956.

Will you require electricity? Yes No

Events requiring electricity are the responsibility of the applicant. All permits must be obtained through the City's Building Department at (954) 828-5191 before setting up.

Company: _____ License #: _____

Name of electrician: _____ Phone: _____

PART IV: APPLICANT'S ACCEPTANCE/SIGNATURE

The information I have provided on this application is true and complete to the best of my knowledge.

Before receiving final approval from the City Commission, I understand that I (and the production company, if applicable) must furnish an original certificate of General Liability insurance naming the City of Fort Lauderdale as additionally insured in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the City Risk Manager, and an original certificate of liquor liability insurance in the amount of \$500,000 if alcohol is being served.

I understand that a Parks and Recreation sponsored activity has precedence over the above schedule and I will be notified if any conflicts arise.

I understand that the City of Fort Lauderdale Police Department will determine all security requirements and that EMS is required by City Ordinance to be onsite during all outdoor events.

I understand that the City has a noise ordinance. If at any time during the event it is determined by law enforcement personnel, code enforcement personnel, parks and recreation personnel, or any other city representative that the entertainment or music is causing a noise disturbance, I will be directed to lower the volume to an acceptable level as determined by City staff. If a second noise disturbance arises during the event, I may be directed to shut down the music or entertainment for the remainder of the event. I agree to abide by all provisions of the noise control ordinance and understand that my failure to do so may result in a civil citation, a physical arrest, or the shutting down of the event.

Dana Filetti _____

Name of applicant

Development Manager _____

Title

6/06/2012 _____

Date

Please email completed application at least 90 days ahead of your planned event to:

jmeehan@fortlauderdale.gov

Please mail the \$100.00 application fee (payable to the City of Fort Lauderdale) to:

Jeff Meehan, Outdoor Event Coordinator

1350 W. Broward Boulevard, Fort Lauderdale, FL 33312

Phone: (954) 828-6075 Fax: (954) 828-5650

Please include the following with the application:

* **Event site plan – including stage(s), other entertainment locations, activities, booths, restrooms, canopies, dumpsters, fencing, generators, etc.**

* **Traffic/detour plan - including the placement and number of barricades, signs, directional arrows, cones, message boards, and name of the barricade and/or directional traffic signs company being used.**

FIRE DEPARTMENT QUESTIONNAIRE

PREVENTION

1. Are you planning to have canopies (no sides) for this event? Yes No

How many and what sizes? 2- 15X15 ft. & 10X10

Name of Company: Platinum Tents

A building permit is required. Please contact Lt. Strandhagen at 954-828-5080.

2. Are you planning to have tents (with sides) for this event? Yes No

How many and what sizes? _____

Name of Company: _____

In addition to a building permit, exit signs, emergency lights, fire extinguishers, and "No Smoking" signs are required for tents. A fire watch at overtime rate may apply. Contact Lt. Strandhagen at 954-828-5080.

******PLEASE NOTE****** All permits required by the Florida Building Code must be obtained through the Building Department (including but not limited to electrical, structural, plumbing). Contact the Building Department at 954-828-6520.

3. Are you planning to have fireworks? Yes No

Name of company conducting the show: _____

A Fireworks permit is required for all pyrotechnics displays. Contact Capt. D'Agostino at 954-828-5884.

4. Are you having food vendors? Yes No

How many and what kind? TBD (Generally, whatever we can get donated as pastries, bagels, coffee, sandwiches, etc.- NO COOKING OR SELLING OF FOOD)

A fire extinguisher is required for each food booth. If a propane tank is used for a fuel source, it must be secured on the outside of the booth. A Fire inspection is required for all food booths. If the inspection is during non-working hours the cost will be \$75 per hour.

OPERATIONS/EMS

Special Event Detail Guidelines:

- * ~~One rescue unit/cart for 500 to 5,000 people in attendance (sustained attendance)~~
- * Two rescue units/carts for 5,000 to 10,000 people in attendance (sustained attendance)
- * One more rescue unit/cart per 5,000 additional people
- * One command person if two or more rescue units/carts are required

The number of rescue units and paramedics is determined according to attendance and other risk factors.

1. Does your event require EMS medical standby services based on the guidelines above? YES NO

2. What is your estimated sustained attendance? 500-700

3. On-site contact? NAME Dana Filetti PHONE 251-597-8691

A minimum of 4 hours will be charged for all special event details. 45 minutes will be added to the pre and post event times (totaling 1.5 hours), allowing for travel and preparation for the event.

POLICE DEPARTMENT QUESTIONNAIRE

1. Does your event require use of police vehicles? Yes _____ No **X** **(MIGHT NEED THEM THIS YEAR?)**

2. Is this a new or previously held event? New _____ Previous **X** _____

Previous date(s)? **Huizenga Plaza – Nov. 1, 2001; Nov.2, 2002; Oct. 3, 2003; Oct. 2, 2004; Oct. 8th, 2005; Oct. 7th, 2006; Sept. 29, 2007; Oct. 4, 2008; Oct. 3rd, 2009; Oct. 2nd, 2010; Oct. 1st, 2011**

3. Any established security, traffic, or other appropriate plan(s)? Yes _____ No **X** _____

If yes, besides Fort Lauderdale Police, who will you be using for this plan?
(private security company, volunteers, etc.)

Just volunteers to assist Police Officers with directing participants through the 5k route.

4. Do you have an established detail of off-duty officers? Yes _____ No **X** _____

If yes, who is your Police department contact?

Not yet, but we generally work with Sgt. Abrahams or Sgt. Sousa!

5. Any notable entertainers or special circumstances scheduled for your event? Yes _____ No **X** _____

Who/What? _____

6. Is there alcohol being sold or given away? Yes _____ No **X** _____

7. Are there any road closures required? **NEED TO DISCUSS- MAY NEED PARTIAL CLOSINGS OR POLICE CARS PER GUIDANCE OF SGT. SOUSA LAST YEAR, HOWEVER WE'VE NEVER REQUIRED ROAD CLOSURES IN THE PAS** Yes _____ No _____

If so what roads/intersections? _____

8. What is your estimated attendance? **500-700** _____

I understand the off duty rate for Police personnel for ALL special events is calculated at a 3-hour minimum rate. I also understand there is a 24 hour cancellation requirement to avoid the 3 hour minimum payment per officer. The hourly rate and costs to be incurred by the event organizer will be quoted on the City of Ft. Lauderdale Special Events "Cost Estimate" worksheet developed at the Special Events logistics meeting and provided to the organizer. All payments will be paid within two (2) weeks of the payroll being submitted.

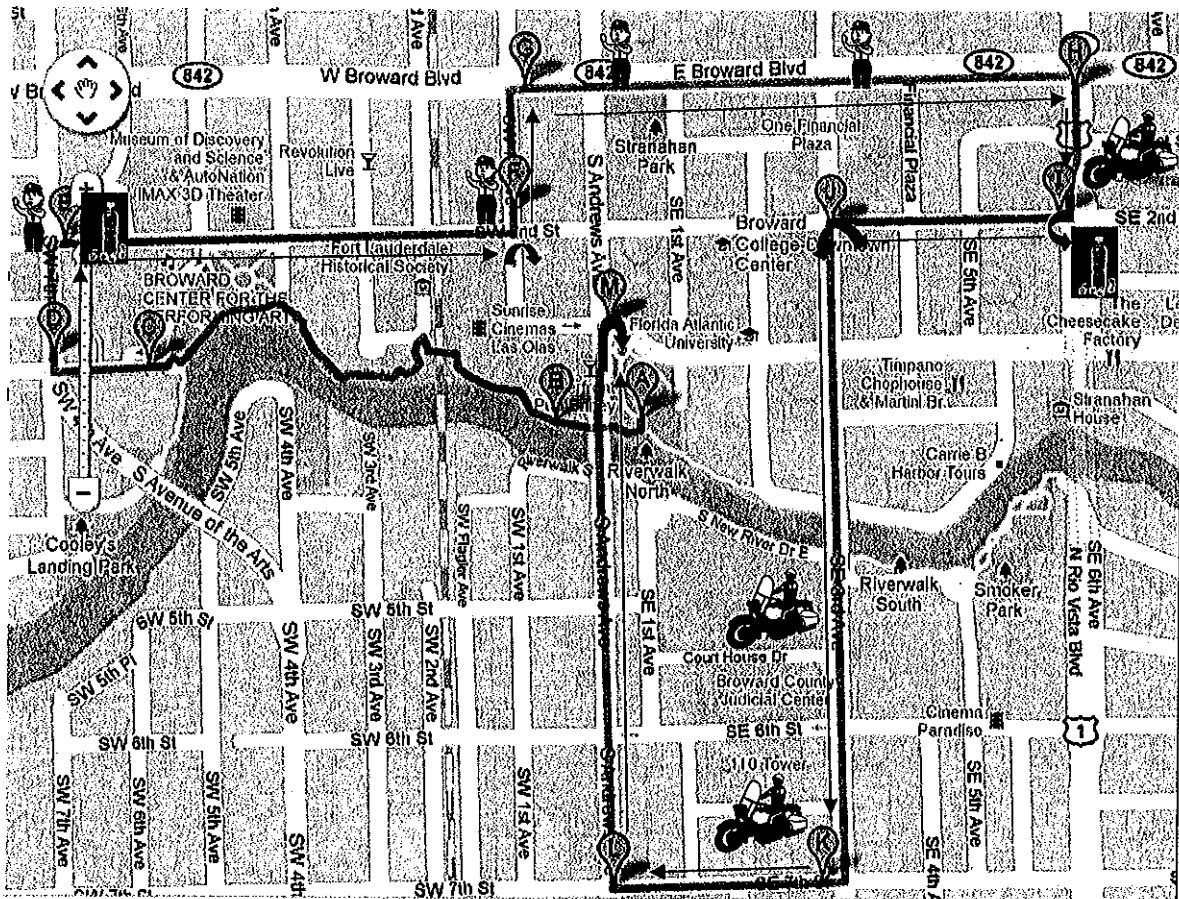
Dana Filetti
Name

6/06/12
Date

ROUTE MAP

3.1 miles/ 5k

2012 FIGHT FOR AIR RUN/WALK



- A. **Huizenga Plaza** (start line is toward the S.W. corner of the plaza)
- B. Head west on Riverwalk (pass the Briny Pub, Suite 100, and continue west over railroad tracks)
- C. Right onto **W. Las Olas Blvd.** (St. is just east of the Symphony condominium bldg.; look for volunteers)
- D. Right onto **S. Ave. of the Arts (S.W. 7th)** (stay on the RIGHT side of the St.)
- E. Right onto **S.W. 2nd St./Himmarshee St. WATER STATION** (stay on the RIGHT side of the St.)
- F. Left onto **S.W. 1st Ave.** (cross over S.W. 1st Ave. before turning so you are on the RIGHT side of the St.)
- G. Right onto **Broward Blvd.** (stay on RIGHT side of St.)
- H. Right onto **US-1/ N. Federal Hwy.** (stay on RIGHT side of St., as you approach S.E. 2nd St., veer slightly right so that tunnel is to your left.)
- I. Right onto **S.E. 2nd St. WATER STATION** (cross over S.E. 2nd St.. before turning so you are on the LEFT side of the St.)
- J. Left onto **S.E. 3rd Ave.** (cross over S.E. 3rd Ave. before turning so you are on the RIGHT side of the St. as you head south crossing over Las Olas Blvd. & bridge)
- K. Right onto **S.E. 7th St.** (stay on the RIGHT side of the St.)
- .. Right onto **S. Andrews Ave.** (head north on the LEFT side of the St. until you have to wind up the circular stairs to stay on the walking path of the bridge; runners may choose to cross straight over bridge on the St. at their own risk)
- M. **Huizenga Plaza** (finish line will be hard-right by the fountain in the plaza)