



## 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: A1A Marathon

Purpose of event (check one): ☐ Fundraiser ☐ Awareness ☐ Recreation ☒ Other Fitness Activity for the public

Detailed event description: In it's 8th year the A1A Marathon/Half Marathon look once again to take place in Fort Lauderdale.

The event is scheduled for February , 17 2012 starting at 6am. Running will begin at the Discovery museum of science, eventually heading

east on las olas, through birch state park, North on a1a to pompano, where they turn around and run south on a1a to South beach Parking lot

Requested location: South Beach Park and Hugh Taylor Birch State park

A1A, Las Olas, NW 2nd St.

Estimated daily attendance: 5000

Requested dates and time of event:

	DATE	DAY	BEGIN	END
BEGIN SETUP:	<u>2/15/13</u>	<u>Friday</u>	<u>10am</u> AM/PM	
EVENT DAY 1:	<u>2/17/13</u>	<u>Sunday</u>	<u>5:30am</u> AM/PM	<u>12pm</u> AM/PM
EVENT DAY 2:	_____	_____	_____ AM/PM	_____ AM/PM
EVENT DAY 3:	_____	_____	_____ AM/PM	_____ AM/PM
BREAKDOWN:	<u>2/17/13</u>	<u>Sunday</u>		<u>5pm</u> AM/PM

Has this event been held in the past? ☒ Yes ☐ No

If yes, please list past dates and locations: South Beach Park and Hugh Taylor Birch State park

February- 2006, 2007, 2008, 2009, 10, 11, 12

**PART II: APPLICANT**

Organization name: Exclusive Sports Marketing  
Address: 18 nw 18th street City, State, Zip: Delray Beach, FL  
Phone: 561.504.2001 Fax: 561.241.3805  
Non-Profit Organization? ☐ Yes ☒ No Tax ID #: \_\_\_\_\_  
Corporation name: Exclusive Sports Marketing  
(as it appears in articles of incorporation)  
Date of incorporation: 10/27/1986 State incorporated in: Florida Federal ID #: 592743367  
Two authorizing officials for the organization:  
President: Chris Colgan Phone: 561.241.3801  
Secretary: Linda Meyer Phone: 561.241.3801  
Event Coordinator Name: Troy Forte Will you be on-site? ☒ Yes ☐ No  
Title: VP of Operations Phone: \_\_\_\_\_ Cell: 585.414.8769  
E-mail address: troy@eventsolutionsfl.com Fax: 561.241.3805

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? \$ 65-95  
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? Yes, Registered Marathon participants over the age of 21

Are you planning to have any type of amusement rides?

☐ Yes ☒ No

If yes, name of company: \_\_\_\_\_

What type of rides are you planning? \_\_\_\_\_

(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](mailto: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):

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

Amplified, Live, race announcements and music will be amplified during the race using sound system. Times and locations TBD

Will you use any type of soundproofing equipment?

☐ Yes ☒ No

List the days and times music will be played: 2/17/13 8am

How close is the event to the nearest residential use? \_\_\_\_\_

Will your event require road closings? ☒ Yes ☐ No

If yes, list requested streets and times in detail: \_\_\_\_\_

**Please see attached Map**

**\*\*\*\*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?

**Exclusive Sports Marketing**

(Company name)

Contact Name: **Troy Forte**

Phone: **585.414.8769**

**\*\*\*\*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](mailto: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

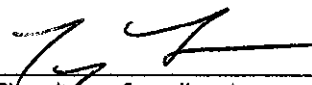
The information I have provided on this application is true and complete to the best of my knowledge.

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.

  
\_\_\_\_\_  
Signature of applicant

*VP of Operations*  
\_\_\_\_\_  
Title

12/9/12  
\_\_\_\_\_  
Date

Please return completed application at least 90 days ahead of your planned event, along with \$100.00 application fee (payable to the City of Fort Lauderdale) and an event site plan to:

**Susan Fyfe Molnar, Outdoor Event Coordinator**

**1350 W. Broward Boulevard, Fort Lauderdale, FL 33312**

E-mail address: [smolnar@fortlauderdale.gov](mailto:smolnar@fortlauderdale.gov) Phone: (954) 828-5362 Fax: (954) 828-5650

#### EVENT APPLICATION SUBMISSION CHECKLIST:

- \_\_\_\_\_ Completed application form
- \_\_\_\_\_ \$100 application fee payable to the City of Fort Lauderdale
- \_\_\_\_\_ Event Site Plan, showing:
  - layout of event (stage(s), other types of entertainment, activities, booths, restrooms, canopies, dumpsters, fencing, generator location or other source of electricity, etc.)
  - traffic 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.)
- \_\_\_\_\_ We are prepared to furnish our Certificate of Liability Insurance as well as our Certificate of Liquor Liability Insurance (if applicable) before submittal to the City Commission

## FIRE DEPARTMENT QUESTIONNAIRE

### PREVENTION

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

How many and what sizes? (10-15) 10x10; (3) 20x40

Name of Company: Exclusive Sports Marketing

*A building permit is required. Please contact Lt. Strandhagen at 954-828-5892.*

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 954-828-5892.*

**\*\*\*\*\*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? \_\_\_\_\_

**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 \$60 - \$70 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? 5000
3. On-site contact? NAME Troy Forte PHONE 585.414.8769

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 X No       

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

Previous date(s)? February-2006,07,08,09,10,11,12

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

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

private security, pompano and broward county officers

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

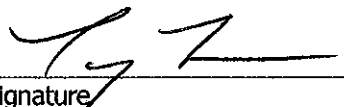
If yes, who is your Police department contact?

Pat Hart

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

Who/What?       

I understand the off duty rate for Police personnel for ALL special events is calculated at a 3-hour minimum rate. 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.

  
Signature

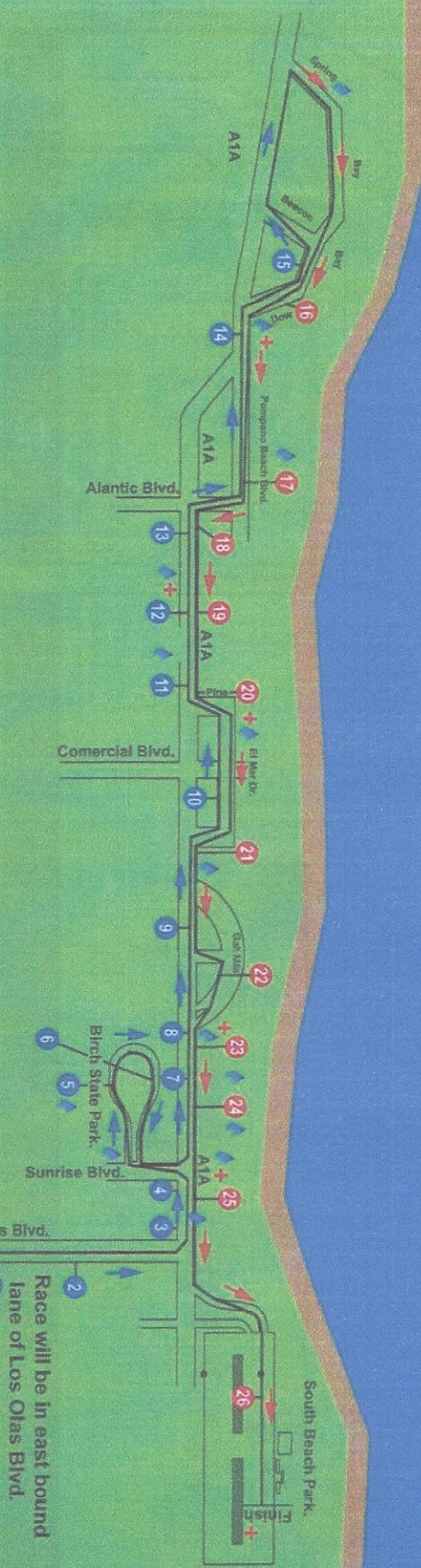
12/9/12  
Date



# FORT LAUDERDALE A1A MARATHON COURSE MAP

## LEGEND

- NORTH BOUND  HYDRATION STATION 
- SOUTH BOUND  AID STATION 



### Finish Details:

