

CITY OF FORT LAUDERDALE OUTDOOR EVENT APPLICATION

Fee must accompany application

Application received:
At least 60 days prior to event \$100.00
59 to 30 days prior to event \$150.00
29 to 14 days prior to event \$200.00
14 to 7 days prior to event \$250.00*
Less than 7 days prior to event \$300.00*
*Must be approved by City Manager or designee

Application must be filled out completely!

Please submit by EMAIL at least 60 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: A Toast to Your Health								
Purpose of event (check one): ☐ Fundraiser ☐ Awareness ☐ Recreation X Other								
Requested location: 2000 N. Federal Hwy, Ft. Lauderdale, FL 33305								
Estimated daily attendance:50								
Requested dates and time of event: DATE	DAY	BEGIN	END					
EVENT DAY 1: <u>12/14/13</u>	<u>Saturday</u>	10 AM AM/PM	2PM AM/PM					
EVENT DAY 2:		AM/PM	AM/PM					
EVENT DAY 3:		AM/PM	AM/PM					
SETUP: <u>12/14/13</u>	Saturday	9 AM	AM/PM					
BREAKDOWN: <u>12/14/13</u>	Saturday		2 PM AM/PM					
Has this event been held in the past?	Yes <u>x</u> No							
If yes, please list past dates a	nd locations: <u>n/a</u>							
<u>Detailed</u> event description (include a cooking stations)	ctivities, entertainment, v	endors, etc <u>.): Demos fro</u>	m retailers in plaza (yoga,					

PART II: APPLICANT

Organization name: <u>EDENS - Union Planters Pl</u>	<u>aza</u>
Address: 515 E. Las Olas Blvd., Ste. 1010 C	ity, State, Zip: Fort Lauderdale, FL 33301
Phone: 954-670-8990	Fax:954-670-8991
•	laza (E&A), LLC
(as it appea	ars in articles of incorporation)
Date of incorporation: <u>12/20/2010</u> State incorpora	ated in: DE Registered in FL Federal ID #: 57-1102937_
Two authorizing officials for the organization: President: Jodie McLean	Phone: 803-779-4420
Managing Director: <u>Jami Passer</u>	Phone: 954-670-8990
Event Coordinator: Aileen Van Pelt	Will you be on-site?X_Yes No
Title: <u>Marketing Manager - EDENS</u> Phone:	954-622-4202 Cell: <u>561-866-7550</u>
E-mail address: <u>avanpelt@EDENS.com</u>	Fax: <u>954-670-8991</u>
Additional Contact: <u>Elias Droubi</u> Will you be on-si Title: Regional Property Manager - EDENS Pho	te? _XYesNo one: 954-622-4204 Cell:
E-mail address: edroubi@EDENS.com	Fax: 954-670-8991
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? If yes, how much?	YesX_No
Are you requesting to fence the event?	Yes <u>X</u> No
Are you planning on having any type of concession? If yes, State Health Dept. must be notified?	<u>X</u> Yes <u>No</u> 10 days prior to event. Call John Litscher at 954-632-8094.

Are you planning on selling alcoholic beverages?Yes _XNo 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?YesXNo
Are you planning to have any type of amusement rides?Yes _XNo
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 <u>prior</u> to opening. Contact Ron Jacobs at (850) 921-1530.
Are you planning to play or have music?X_YesNoNoNegative format(s) will be used? (amplified, acoustic, recorded, live, disc jockey, etc):
Amplified
List the type of equipment you will use (speakers, amplifier, drums, etc):
Speakers
Will you use any type of soundproofing equipment?Yes _XNo
List the days and times music will be played:Saturday, December 14, 12-2 p.m.
How close is the event to the nearest residence? 1/2 mile
Will your event require road closings? If yes, list requested streets and times in detail : Yes <u>x</u> No
****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, directiona arrows, cones, and message boards, as well as the name of the company you will be using. Your traffic plan mus 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?YesX_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 Dee Paris at 828-3771.
Will any recyclable materials be utilized at this event? X YesNo (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? <u>EDENS</u>
Contact Name: Aileen Van Pelt Phone: 954-622-4202 *****NOTE***** All grounds must be cleaned up immediately after completion of event. Recycling should be done at all City facilities and parks. Recycling 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

Will you require electricity?YesXNo Events requiring electricity are the responsibility of the applicar Department of Sustainable Development Building Services Divis						
Company:	License #:					
Name of electrician:	Phone:					
PART IV: APPLICANT'S ACCEPTANCE						
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 applicable) must furnish an original certificate of General Liab additionally insured in the amount of at least one million dollathe City Risk Manager, and an original certificate of liquor liableing served.	ility insurance naming the City of Fort Lauderdale as irs (\$1,000,000) or greater as deemed satisfactory by					
I understand that a Parks and Recreation sponsored activity hotified if any conflicts arise.	as precedence over the above schedule and I will be					
I understand that the City of Fort Lauderdale Police Departm EMS is required by City Ordinance to be onsite during all outdo	·					
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.						
· · · · · · · · · · · · · · · · · · ·	<u>Marketing Manager - EDENS</u> itle					
Oct. 11, 2013 Date						
Please email completed application at least 60 days ahead of imeehan@fortlauderdale.gov Please mail the application fee (payable to the City of Fort Lauderdale.gov)						

Please include the following with the application:

Jeff Meehan, Outdoor Event Coordinator

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

1350 W. Broward Boulevard, Fort Lauderdale, FL 33312

- * 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 traffic signs company being used.

FIRE DEPARTMENT QUESTIONNAIRE

PREVENTION

Name of Company: 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 Capt. Bruce 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 Department of Sustainable Development Building Services Division at 954-828-6520. 3. Are you planning to have fireworks?YesXNo Name of company conducting the show:A permit is required for all pyrotechnics displays. Contact Capt. Wendy D'Agostino at 954-828-5884.	1.	Are you planning to have canopies (no sides) for this event?YesX_No
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3. On-site contact? NAME_Aileen Van Pelt PHONE_954-622-4202	2. \	What is your estimated sustained attendance? _50
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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 QUEST	IONNAIRE		
1.	Does your event require use of police vehicles?	Yes	No_X	
	If yes, A Hold-Harmless Agreement must be signed and Liab ONE MILLION DOLLARS must be provided.	oility coverage of	a <u>minimum</u> of	
2.	. Is this a new or previously held event?	NewX_	Previous	<u>_</u>
	If yes, Previous date(s)?		_	
3.	Any established security, traffic, or other appropriate plan(s)?	Yes	No_X	
	If yes, besides Fort Lauderdale Police, who will you be using (private security company, volunteers, etc.)	for this plan?		
4.	Do you have an established detail of off-duty officers? If yes, who is your Police department contact?	Yes	NoX	
5.	Any notable entertainers or special circumstances scheduled for y	your event? Yes	No_X	
	Who/What?		_	
6.	. Is there alcohol being sold or given away?	Yes	NoX	
7.	Are there any road closures required?	Yes	No_X	
	If so what roads/intersections?			
8.	. What is your estimated attendance? 50			
al ho Ev Al	understand the off duty rate for Police personnel for ALL special elso understand there is a 24 hour cancellation requirement to avoid burly rate and costs to be incurred by the event organizer will be vents "Cost Estimate" worksheet developed at the Special Events III payments will be paid within two (2) weeks of the payroll being sufficiently worksheet developed.	I the 3 hour minir be quoted on the logistics meeting	mum payment pe City of Ft. Laud	er officer. The lerdale Special

Date

Name