



**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: St. Demetrios Greek Orthodox Church
Festival _____

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

Detailed event description (include activities, entertainment, vendors, etc.): _____

Church Grounds – 815 NE 15th Avenue, Fort Lauderdale

Requested location: _____ 815 NE 15th Avenue Fort Lauderdale 33304 Church grounds _____

Estimated daily attendance: _____ 2000+ _____

Requested dates and time of event:

	DATE	DAY	BEGIN	END
SETUP:	<u>2/6/13</u>	Monday	9:00am	
EVENT DAY 1:	<u>2/07/2013</u> ⁴	<u>Friday</u>	<u>12:00/PM</u>	<u>11:00/PM</u>
EVENT DAY 2:	<u>2/08/2013</u> ⁴	<u>Saturday</u>	<u>12:00 PM</u>	<u>11:00PM</u>
EVENT DAY 3:	<u>2/9/2013</u> ⁴	<u>Sunday</u>	<u>12:00/PM</u>	<u>7:00 PM</u>

BREAKDOWN: 2/10 – 2/11 2013

Has this event been held in the past? X Yes ___ No

Yes; thirty-two years; same location

PART II: APPLICANT

Organization name: St. Demetrios Greek Orthodox Church

Address: 815 NE 15 Avenue City, State, Zip Fort Lauderdale FL 33304

Phone: 954.467.1515 Fax: 954467.0212

Non-Profit Organization? Yes No Tax ID 59-1235704

Corporation name: St. Demetrios Greek Orthodox Community of Broward County, Inc

ST. DEMETRIOS GREEK ORTHODOX COMMUNITY OF BROWARD COUNTY, INC

(as it appears in articles of incorporation)

Date of incorporation: 12/31/1960 State incorporated in: FL Federal ID #: ID 59-1235704

Two authorizing officials for the organization:

President: John Ioannou Phone: 954 821 4166

Secretary: Manny Daskos Phone 917-208-6199

Event Coordinator: James Carras Will you be on-site? Yes No

Title: Chair Phone: _____ Cell: 954.415.2022

E-mail address: carras@bellsouth.net Fax: 954.7647579

Additional Contact: Harry Tangalakis Will you be on-site? Yes No

Title: Committee Member Phone: 954.745.7651 Cell: **954-224-3317**

E-mail address: **harry.tangalakis@cbre.com** Fax: _____

N/A

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? \$ 5.00 for adults

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.)
Draft truck, Mini bar, beer tub_

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: _

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 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):

Five piece Greek band with amplified sound as well as CD's played through amplifiers during band breaks

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

Speakers, amplifier, drums

Will you use any type of soundproofing equipment? Yes No

List the days and times music will be played: Throughout the festival

How close is the event to the nearest residential use? Across the street on NE 15th Avenue

Will your event require road closings? 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? To be determined
(Company name)

Contact Name: _____ Phone: _____

TBD

******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: **New Max Electric Corp**

Name of electrician: **George Paravalos** Phone: **954-755-0128**

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.

James Carras, Festival Chair
(BY email)

Signature of applicant Title

September 10, 2013
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 Phone: (954) 828-5362 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 40X40, 50X160, 40X120, 40X80, 10X12

Name of Company: Tents and Events

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? **No Outside vendors but we will have a GYRO booth and a Loukaniko(sausage) booth and a Loukamades(dough balls w/honey) booth**

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? YESx NO _____

2. What is your estimated sustained attendance? 2000

3. On-site contact? NAME James Carras PHONE 954.415.2022

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

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

Previous date(s)? Thirty-two years: second weekend in February

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.)

4. Do you have an established detail of off-duty officers? Yes _____ No x
If yes, who is your Police department contact?

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.

James Carras (by email)

Signature

November 26, 2012

Date