

DOCUMENT ROUTING FORM

of each agreement 12/16/12 (L)

NAME OF DOCUMENT: Event Agreements with the City of Fort Lauderdale as follows: 1) New Hope Fest; 2) Merrill Lynch Bull Run 5K; 3) Light Up Downtown; 4) Christmas on Las Olas; 5) Memorial Quilt Display; 6) World Aids Day; 7) CCA 5K; 8) Cypress Creek Round Up; 9) Orchid, Garden & Gourmet Food Festival at Bonnet House; 10) LifeNet4Families "We Can Do It" Gala; 11) Skate Las Olas; and 12) Vibe's Second Year Anniversary. *EVENT # 2, 9 + 11 missing*

Approved Comm. Mtg. on November 6, 2012 CAM# 12-2376

ITEM: ☒ M-06 ☐ PH - ☐ O - ☐ CR - ☐ R: 12 DEC 5 PM 12:08

Routing Origin: ☐ CAO ☐ ENG. ☐ COMM. DEV. ☐ OTHER

Also attached: ☐ copy of CAR ☐ copy of document ☐ ACM Form ☐ # originals

By: _____ forwarded to: _____
Initials

1.) Approved as to Content: _____

Department Director

Capital Improvements defined as having a life of at least 10 years and a cost of at least \$50,000 and shall mean improvements to real property (land, buildings, fixtures) that add value and/or extend useful life, inc. major repairs such as roof replacement, etc. Term "Real Property" include: land, real estate, realty, real.

Please Check the proper box: CIP FUNDED ☐ YES ☒ NO
Capital Improvement Projects

2.) Approved as to Funds Available: by _____ Date: _____
Finance Director

Amount Required by Contract/Agreement \$ _____ Funding Source: _____

Dept./Div. _____ Index/Sub-object _____ Project # _____

3.) City Attorney's Office: Approved as to Form: # _____ Originals to City Mgr. By: _____

Harry A. Stewart	_____	Cole Copertino	_____	<i>X</i> Robert B. Dunckel	_____
Ginger Wald	_____	D'Wayne Spence	_____	Paul G. Bangel	_____
Carrie Sarver	_____	DJ Williams-Persad	_____		_____

4.) Approved as to content: Assistant City Manager:

By: _____ By: _____
Stanley Hawthorne, Assistant City Manager Susanne Torriente, Assistant City Manager

5.) Acting City Manager: Please sign as indicated and forward :# _____ originals to Mayor.

6.) Mayor: Please sign as indicated and forward :# _____ originals to Clerk.

7.) To City Clerk for attestation and City seal.

INSTRUCTIONS TO CLERK'S OFFICE

8.) City Clerk: retains one original document and forwards _____ original documents to _____

☐ Copy of document to _____ ☐ Original Route form to _____

☐ Attach _____ certified copies of Reso. # _____ ☐ Fill-in date

RECEIVED
FILADELPHIA
CITY ATTORNEY'S OFFICE
2012 NOV - 9 AM 8:49
12/12

CITY OF FORT LAUDERDALE
OUTDOOR EVENT AGREEMENT

THIS AGREEMENT is made by and between:

CITY OF FORT LAUDERDALE, a municipal corporation of the State of Florida, referred to hereinafter as "City",

and

LAS OLAS ASSOCIATION, INC., a non - profit corporation operating under the laws of Florida, whose principal place of business is 915 East Las Olas Boulevard, Fort Lauderdale, Florida 33301 and who is referred to hereinafter as "Applicant" or "Sponsor".

WHEREAS, the Applicant wishes to hold an outdoor event and has submitted an application pursuant to the requirements of Section 15-182 of the Code of Ordinances of the City of Fort Lauderdale, Florida; and

WHEREAS, the Applicant is willing to obtain the requisite insurance, and is willing to indemnify and hold harmless the City of Fort Lauderdale for any damage to persons or property that might occur during or as a result of the outdoor event; and

WHEREAS, on November 6, 2012, by Motion, the City Commission of the City of Fort Lauderdale authorized the proper City officials to execute this Agreement.

NOW, THEREFORE, in consideration of the mutual promises made herein, the parties agree as follows:

The foregoing recitals are true and correct, and:

1. Effective Date.

The Effective Date of this Agreement is the date upon which City Commission approval is granted.

2. Outdoor Event.

The Applicant is permitted to operate or sponsor the "Christmas on Las Olas" (referred to hereinafter as the "Event") outdoors only at the location(s) and time(s) set forth in the attached Outdoor Event Agreement Schedule One, which is attached hereto and made a part hereof.

3. General Requirements.

- (1) If the Event includes use of fireworks, in advance of the Event the Applicant shall obtain a fireworks permit from the City's Fire Department. The Applicant shall comply with all applicable state laws regarding the use of fireworks.
- (2) The Applicant shall provide sanitary facilities of the type and in a sufficient number specified by the requirements established by the City's Department of Sustainable Development.
- (3) The Applicant shall coordinate with the City's Department of Sustainable Development who will schedule appropriate City staff to conduct electrical inspections of all electrical facilities whether power is supplied by local utilities or is self-provided by generator systems. The Applicant shall permit the City staff to conduct electrical inspections of all electrical facilities.
- (4) If the Event includes the sale or distribution of any food or beverages, the Applicant shall comply with all applicable state, county and City health code requirements.
- (5) If the Event includes use of tents, awnings, or canopies, in advance of the Event the Applicant shall submit current flameproof certificates to the City's Fire Department. The Applicant shall not hold or sponsor the Event until the Fire Department has provided written approval of the use of any tents, awnings, or canopies.
- (6) In advance of the Event the Applicant shall submit a written plan to the City police department that regards crowd control and traffic direction. The Applicant shall not hold or sponsor the Event until the police department has provided written approval of the Applicant's plan. The Applicant shall bear the cost of staff necessary to implement the crowd control and traffic direction plan. Police costs shall be exempt from prior notice requirements.
- (7) In advance of the Event the Applicant shall submit a written plan to the City's Fire Department that regards fire safety and EMS. The Applicant shall not hold or sponsor the Event until the Fire Department has provided written approval of the Applicant's plan. The Applicant shall bear the cost of staff necessary to implement the fire safety and EMS plans. Fire and EMS costs shall be exempt from prior notice requirements.
- (8) Unless the Applicant meets the requirements for exception found in Section 15-184 of the Code of Ordinances of the City of Fort Lauderdale, Florida, in

advance of the Event the Applicant shall provide a certificate of insurance satisfactory to the City's Risk Manager. The certificate shall show that the Applicant has obtained comprehensive general liability insurance with a policy limit of not less than one million dollars (\$1,000,000.00) combined single limit coverage, which shall include property damage, bodily injury, and death. The "City of Fort Lauderdale" shall be named as an additional insured. If the Event includes the dispensing, serving, sale, or distribution of any alcoholic beverage, the Applicant shall in addition provide liquor liability insurance with a policy limit of not less than of five hundred thousand dollars (\$500,000.00). The Applicant shall not hold or sponsor the Event until the City's Risk Manager has provided written approval of the Applicant's certificate of insurance or insurance policy.

- (9) The Applicant shall indemnify and hold harmless the city for any damage to person or property that occurs during or as a result of the operation of the Event.
- (10) In advance of the Event the Applicant shall submit a written plan to the City's Parks and Recreation Department that indicates the proposed location of any temporary structure, such as a barricade, fence, tent, concession stand, ticket booth, grandstand. The written plan shall include information about the planned removal of any temporary structure after the Event. The Applicant shall not hold or sponsor the Event or erect any temporary structure until the City's Parks and Recreation Department has provided written approval of the Applicant's temporary structure plan. The Applicant shall bear the cost necessary to implement the temporary structure plan.
- (11) The sale, possession, or consumption of any alcoholic beverage at the Event is subject to approval by the City Commission in accordance with Section 15-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

4. Restoration of public property.

If the Event includes use of public property the Applicant shall be responsible for, and shall maintain, all areas of the public property used. Maintenance means the prompt and complete removal of Event-generated trash or debris and the repair or restoration of any public property that was damaged as a result of the Event. Public property means real and personal property that is not privately owned and includes, but is not limited to, any sidewalk or paved surface, any tree, plant, shrub, bench, light fixture, traffic signal, parking meter, trash barrel or sign.

The City shall inspect the Event site location(s) for damage within twenty-four hours of the conclusion of the Event and the City shall provide the Applicant with a written report of any damage found on public property. The report shall state the cost of repair(s) necessary to restore the public property. Within fourteen days of the Applicant's receipt of this report the

Applicant shall pay the cost of repair or challenge the City's report by a writing addressed to the Director of the City's Parks and Recreation Department. Resolution of any such challenge shall be made by the City Manager; the Applicant agrees to abide by the City Manager's decision.

5. Reimbursement of expenses.

Should the City incur expenses as a result of the Event the City shall provide the Applicant with an invoice of expenses. Within fourteen days of the Applicant's receipt of any invoice the Applicant shall pay the invoice or challenge the City's invoice by a writing addressed to the Director of the City's Parks and Recreation Department. Resolution of any such challenge shall be made by the City Manager; the Applicant agrees to abide by the City Manager's decision.

6. Authority of the City of Fort Lauderdale City Manager.

The City of Fort Lauderdale City Manager and his designee, the Director of the City of Fort Lauderdale Parks and Recreation Department (referred to hereinafter as "the Director") shall have the authority to suspend all or any part of the Event when the City Manager or the Director determines that the Event, or its attendees, or its spectators, pose(s) a threat to the public health, safety, or welfare. The City Manager also reserves the right to immediately revoke permission and to suspend or terminate the event or any portion of it if any of the elements of the agreement are violated.

7. Compliance with laws.

- (1) The Applicant shall at all times comply with all federal and state laws or statutes, and with the rules, regulations, and ordinances of City and any other governmental agency having jurisdiction including, but not limited to, those relating to noise, building, zoning, gambling, fire protection, liquor regulation, and hours of operation. The Applicant shall further take all precautions and use extreme care to conduct its operations in a safe and prudent manner with respect to its agents, employees and visitors to its Event.
- (2) The Applicant shall comply with the applicable sections of the Americans with Disabilities Act of 1990 (42 U.S.C. 126), which prohibits discrimination of handicapped individuals by denying them the right to participate in or benefit from the services provided at the Event. The Applicant understands that it is responsible for compliance with this Act. The Applicant guarantees that individuals with disabilities will be able to attend, enter, and use all the facilities at the Event.
- (3) The Applicant agrees to secure and pay for all licenses and permits required by any governmental agency having jurisdiction, including City. If the Event

includes the use of any item that is or that may be protected from infringement, such as but not limited to copyrights, patents and trademarks, the Applicant shall, in advance of the Event, provide City with documentation that shows that the Applicant has obtained the applicable license, permit or permission and that all associated all fees have been paid in full. The provisions of this paragraph apply specifically, but not exclusively, to ASCAP, BMI, SESAC, and any other similar organization that may require written permission and payment of a fee for use of protected material

8. Transfer of Rights.

To the extent this Agreement creates rights that vest in the Applicant, the Applicant shall not transfer any rights to any other individual or entity.

9. Venue.

Venue to enforce the provisions of this agreement shall be Broward County, Florida.

10. Incorporation.

This Outdoor Event Agreement, together with the attached Schedule One constitute the whole of the Agreement between the parties. The written approvals issued by the various City departments or staff members and the various documents submitted by the Applicant, including the application, are supplemental to this Agreement. In the event of a conflict, the terms of this Agreement control.

[THIS SPACE WAS INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this the 5th day of December, 2012.

WITNESSES:

CITY OF FORT LAUDERDALE

Jeannette A. Johnson
Jeannette A. Johnson

[Witness print/type name]

[Signature]
[Signature]

[Witness print/type name]

[Signature]
Mayor

[Signature]
City Manager

ATTEST:

[Signature]
City Clerk

Approved as to form:

[Signature]
Assistant City Attorney

WITNESSES:

LAS OLAS ASSOCIATION, INC.

[Signature]
Randi Korman

[Witness print/type name]

[Signature]

Carl Korman
[Witness print/type name]

By [Signature]
LUKE MOORMAN, PRESIDENT

[Print/type name and title]

ATTEST:

(CORPORATE SEAL)

Secretary

STATE OF FLORIDA:
COUNTY OF BROWARD:

The foregoing instrument was acknowledged before me this 2 day of November, 2012, by LUKE MOORMAN, as PRESIDENT of the LAS OLAS ASSOCIATION, INC. He/She is personally known to me or has produced personally known as identification.

(SEAL)

NOTARY PUBLIC-STATE OF FLORIDA
Caroline Carrara
Commission #DD931969
Expires: NOV. 28, 2013
BONDED THRU ATLANTIC BONDING CO., INC.

[Signature]
Notary Public, State of Florida (Signature of
Notary Taking Acknowledgment)

Caroline Carrara
Name of Notary Typed, Printed or Stamped

My Commission Expires: NOV 28 2013

DD931969
Commission Number

Memorandum

To: Harry Stewart, City Attorney
From: Jeff Meehan, Outdoor Event Coordinator
Date: October 3, 2012
Re: Request for Event Agreement

Christmas On Las Olas Please ask your staff to prepare an event agreement for the above named event. Attached to this memo is the application, proof of corporate identification and Schedule 1, which should be attached to the agreement as an exhibit. In addition, the following City Departments have reviewed and approved the plans:

[Signature] City Police Department has reviewed the application and requires/does not require the applicant to pay for security personnel for crowd control and traffic direction purposes.

PENDING
and City Fire Department has reviewed the application and approved the proposed safety staffing plan.

[Signature] City Risk Manager has reviewed and approved the Certificate of Insurance.
[Signature] comprehensive general liability insurance, one million dollars (\$1,000,000).
[Signature] liquor liability insurance, five hundred thousand dollars (\$500,000).

[Signature] City Building Department has reviewed and approved the proposed use of temporary structures and electrical facilities.

JLM City Parks and Recreation Department has reviewed and approved the proposed set-up, clean-up plan.

Lh Other City Department: not has reviewed and approved the proposed plan.

Please contact me at (954) 828-6075 if you have any questions. Thank you.

Memorandum

To: Harry Stewart, City Attorney

From: Jeff Meehan, Outdoor Event Coordinator

Date: October 31, 2012

Re: Request for Event Agreement

Christmas on Las Olas _____ Please ask your staff to prepare an event agreement for the above named event. Attached to this memo is the application, proof of corporate identification and Schedule 1, which should be attached to the agreement as an exhibit. In addition, the following City Departments have reviewed and approved the plans:

_____ City Police Department has reviewed the application and requires/does not require the applicant to pay for security personnel for crowd control and traffic direction purposes.

WD _____ City Fire Department has reviewed the application and approved the proposed safety and staffing plan (contingent upon compliance with the Florida Fire Prevention Code and passing any required inspections) .

_____ City Risk Manager has reviewed and approved the Certificate of Insurance.
_____ comprehensive general liability insurance, one million dollars (\$1,000,000).
_____ liquor liability insurance, five hundred thousand dollars (\$500,000).

_____ City Building Department has reviewed and approved the proposed use of temporary structures and electrical facilities.

_____ City Parks and Recreation Department has reviewed and approved the proposed set-up, clean-up plan.

_____ Other City Department: _____ has reviewed and approved the proposed plan.

Please contact me at (954) 828-6075 if you have any questions. Thank you.

RECEIVED
FT. LAUDERDALE
CITY ATTORNEY'S OFFICE
2012 NOV -2 PM 1:54

FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS[Home](#)[Contact Us](#)[E-Filing Services](#)[Document Searches](#)[Forms](#)[Help](#)[Previous on List](#)[Next on List](#)[Return To List](#)[Entity Name Search](#)[Events](#)[No Name History](#)[Submit](#)**Detail by Entity Name****Florida Non Profit Corporation**

LAS OLAS ASSOCIATION, INC.

Filing Information

Document Number 767293
FEI/EIN Number 592296268
Date Filed 03/03/1983
State FL
Status ACTIVE
Last Event REINSTATEMENT
Event Date Filed 10/03/2011
Event Effective Date NONE

Principal Address

915 EAST LAS OLAS BOULEVARD
FT LAUDERDALE FL 33301

Changed 10/03/2011

Mailing Address

PO BOX 30013
FORT LAUDERDALE FL 33303

Changed 06/20/2011

Registered Agent Name & Address

LUKE, MOORMAN
915 EAST LAS OLAS BOULEVARD
FT LAUDERDALE FL 33301 US

Name Changed: 06/18/2010

Address Changed: 10/03/2011

Officer/Director Detail**Name & Address**

Title PD

MOORMAN, LUKE
915 EAST LAS OLAS BOULEVARD
FT. LAUDERDALE FL 33301

Title VD

LAWRENCE, JIM
915 EAST LAS OLAS BOULEVARD
FT LAUDERDALE FL 33301

Title S

MAUS, TOM JR
915 EAST LAS OLAS BOULEVARD
FORT LAUDERDALE FL 33301

Title T

CARRARA, CAROLINE
401 E. LAS OLAS BLVD. SUITE 1400
FT LAUDERDALE FL 33301

Title D

KARMIN, RANDI
915 EAST LAS OLAS BOULEVARD
FORT LAUDERDALE FL 33301

Annual Reports**Report Year Filed Date**

2010	06/18/2010
2011	10/03/2011
2012	01/03/2012

Document Images

01/03/2012 -- ANNUAL REPORT	View image in PDF format
10/03/2011 -- REINSTATEMENT	View image in PDF format
06/20/2011 -- A/C	View image in PDF format
06/18/2010 -- ANNUAL REPORT	View image in PDF format
10/20/2009 -- REINSTATEMENT	View image in PDF format
10/24/2008 -- REINSTATEMENT	View image in PDF format
04/30/2007 -- ANNUAL REPORT	View image in PDF format
03/16/2006 -- ANNUAL REPORT	View image in PDF format
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03/06/2001 -- ANNUAL REPORT	View image in PDF format
09/29/2000 -- ANNUAL REPORT	View image in PDF format
03/03/1999 -- ANNUAL REPORT	View image in PDF format
03/10/1998 -- ANNUAL REPORT	View image in PDF format
06/20/1997 -- ANNUAL REPORT	View image in PDF format
07/29/1996 -- ANNUAL REPORT	View image in PDF format

Note: This is not official record. See documents if question or conflict.

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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: CHRISTMAS ON LAS OLAS

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

Detailed event description (include activities, entertainment, vendors, etc.): CLASSIC CHRISTMAS ON LAS OLAS EVENT INCLUDING, ICE SKATING RINK, SNOW MOUNTAIN, VENDORS, SATELLITE BARS AND FOOD CANOPIES. EVENT IS FROM 5PM -10PM

Requested location: EAST LAS OLAS BOULEVARD BETWEEN 6TH AND 11TH

Estimated daily attendance: 10,000

Requested dates and time of event:

	DATE	DAY	BEGIN	END
SETUP:	Nov, 27 th 2012	TUESDAY	6AM	
EVENT DAY 1:	Nov, 27 th 2012	TUESDAY	5PM	10PM
BREAKDOWN:	Nov, 27 th 2012	TUESDAY		11PM

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

If yes, please list past dates and locations: SAME LOCATION FOR THE LAST 49 YEARS!

PART II: APPLICANT

Organization name: LAS OLAS ASSOCIATION

Address: PO BOX 30013 Ft.Lauderdale, FL 33303

Phone: 954-258-8382 Fax: _____

Non-Profit Organization? ☒ Yes ☐ No Tax ID #: 59-2296268

Corporation name: Las Olas Association Inc.
(as it appears in articles of incorporation)

Date of incorporation: ____1983____ State incorporated in: FL Federal ID #: 592296268

Two authorizing officials for the organization:

President: LUKE MOORMAN Phone: 954-658-7941

Secretary: Chris Gaus Phone: _____

Event Coordinator: RANDI KARMIN Will you be on-site? ☒ Yes ☐ No

Title: EXECUTIVE DIRECTOR Phone: 954-258-8382

E-mail address: RANDI@LASOLASBOULEVARD.COM

Additional Contact: STEPHEN SHUSTER Will you be on-site? ☒ Yes ☐ No

Title: _____ Phone: _____ Cell: 954-560-2582

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? \$ _____

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.)
SATELLITE BARS ON THE STREET

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):

LIVE, AMPLIFIED CHRISTMAS CAROLERS AND SCHOOL GROUPS

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

AMPLIFIED CHORAL MUSIC

Will you use any type of soundproofing equipment? ☐ Yes ☒ No

List the days and times music will be played: TUESDAY Nov 27th 5-10pm

How close is the event to the nearest residential use? 2 BLOCKS

Will your event require road closings? ☒ Yes ☐ No
If yes, list requested streets and times in **detail**: CLOSING OF EAST LAS OLAS BOULEVARD FROM 6TH TO 11TH (CHEESECAKE TO NORTHERN TRUST) AS PER USUAL ELO CLOSING

******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? SOUTHERN WASTE
(Company name)

Contact Name: _____ Phone: _____

******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 WE HAVE OUR OWN ON ELO
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: HORTON JONES License #: _____

Name of electrician: TOM JONES 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

Title

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? 20 - 30 10X10 TENTS

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? ICE CREAM, SOUP, ETC.

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? RANDI KARMIN 954-258-8382

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 dates: FIRST TUES AFTER THANKSGIVING FOR THE LAST 44 YEARS

3. Any established security, traffic, or other appropriate plan(s)? Yes_____ No_____

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 **x** No_____
If yes, who is your Police department contact?

Lt. Mike Dew, DETAIL

5. Any notable entertainers or special circumstances scheduled for your event? Yes_____ No_____

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

Date

SCHEDULE ONE

1. Name of Applicant: Las Olas Association
2. Name of Outdoor Event: Christmas on Las Olas
3. Date and time of Event: Tuesday, November 27, 2012 (5 PM- 10 PM)
Set Up (6 AM) Breakdown (11 PM)
4. Event Location: Las Olas Blvd from SE 6th Ave to SE 11th Ave
5. Road Closings: Yes- SE 6th ave to SE 11th ave (6 AM- 2 AM)
6. Alcohol: Yes