



# 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: Fort Lauderdale Rough Water Swim

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

Requested location: Fort Lauderdale Beach between Terramar and SE 5<sup>th</sup> Street

Estimated daily attendance: 250 - 350

Requested dates and time of event:

	DATE	DAY	BEGIN	END
EVENT DAY 1:	<u>Jan 5, 2013</u>	<u>Sat</u>	<u>9:30</u>	
	<u>am</u> _____ AM/PM	<u>11:30AM</u> _____ AM/PM		
EVENT DAY 2:	_____	_____	_____ AM/PM	_____ AM/PM
EVENT DAY 3:	_____	_____	_____ AM/PM	_____ AM/PM
SETUP:	<u>Jan 5, 2013</u>	<u>Sat</u>	<u>5:30 am</u>	_____ AM/PM
BREAKDOWN:	<u>Jan 5, 2013</u>	<u>Sat</u>	<u>12:00 Noon</u>	_____ AM/PM

Has this event been held in the past?     Yes     No

If yes, please list past dates and locations: 44 Year  
\_\_\_\_\_

**Detailed** event description (include activities, entertainment, vendors, etc.): \_\_\_\_\_

One Mile Swim On Fort Lauderdale Beach; registration, awards, refreshments, sponsors music loud speaker, etc at Alexander Park

**PART II: APPLICANT**

Organization name: International Swimming Hall of Fame, Inc

Address: 1 Hall of Fame Drive Fort Lauderdale, FL 33316 City, State, Zip: \_\_\_\_\_

Phone: 954-462-6536 Fax: 954-525-4031

Non-Profit Organization?  Yes  No Tax ID #: EO: 65 - 452

Corporation name: International Swimming Hall of Fame, Inc  
(as it appears in articles of incorporation)

Date of incorporation: 1964 State incorporated in: FL Federal ID #: 59 108 7179

Two authorizing officials for the organization:  
President: \_\_\_\_\_ Phone: \_\_\_\_\_  
Secretary: \_\_\_\_\_ Phone: \_\_\_\_\_

Event Coordinator: Bob Duenkel Will you be on-site?  Yes  
No

Title: Director \_\_\_\_\_ Phone: 954-462-6536 x226 Cell: 954-401-1869

E-mail address: bduenkel@ishof.org Fax: 954-525-4031

Additional Contact: Bruce Wigo Will you be on-site?  Yes  
No

Title: CEO Phone: 954-462-6536 Cell: \_\_\_\_\_

E-mail address: bwigo@yahoo.com Fax: 954-525-4031

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? \$ 20.00

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: \_\_\_\_\_

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):

Speakers/ Amplifiers

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

Will you use any type of soundproofing equipment?  Yes  No

List the days and times music will be played: 8:00 to 11:30  
\_\_\_\_\_

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

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



## FIRE DEPARTMENT QUESTIONNAIRE

### PREVENTION

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

How many and what sizes? \_\_\_\_\_

Name of Company: \_\_\_\_\_

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

**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? 250 - 350

3. On-site contact? NAME Bob Duenkel PHONE 954-462-6536 x226

**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)? 44 YEAR

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.

Bob Duenkel

November 9, 2012

Name \_\_\_\_\_

Date