



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: New Times 18th Annual Beerfest

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

Requested location: Esplanade Park, SW 2nd Street between SW 5th Ave and SW 3rd Ave, and SW 4th Ave from Broward to the Cul De Sac

Estimated daily attendance: 3,500

Requested dates and time of event:

	DATE	DAY	BEGIN	END
EVENT DAY 1	<u>October 10, 2015</u>	<u>Saturday</u>	<u>5:00PM</u>	<u>10 PM</u>
EVENT DAY 2:	_____	_____	_____AM/PM	_____AM/PM
EVENT DAY 3:	_____	_____	_____AM/PM	_____AM/PM
SETUP:	<u>October 10, 2014</u>	<u>Saturday</u>	<u>6 AM</u>	<u>5PM</u>

BREAKDOWN: October 10, 2014 Saturday Sunday AM 10pm 6AM

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

If yes, please list past dates and locations: War Memorial 2001, Hollywood Young Circle 2002-2005, Downtown Himmarshee / Esplanade 2002, 2006-2011, 2013 & 2014 DDA 2012

Detailed event description (include activities, entertainment, vendors, etc.): For an admission charge, during the day guests are able to sample beer selections from local and international beer vendors and food samples from restaurants, vendor tents will be displayed and live music.

PART II: APPLICANTOrganization name: New Times Media, LLC / New Times BPB, LLCAddress: 2450 Hollywood Blvd Suite 301A City, State, Zip: Hollywood, FL 33020Phone: 305-571-7579 Fax: 305-571-7677Corporation name: New Times Media, LLC / New Times BPB, LLC
(as it appears in articles of incorporation)Date of incorporation: 2000 State incorporated in: Delaware Federal ID 861010008

Two authorizing officials for the organization:

CEO: Scott Tobias Phone: 303-293-3535CFO: Jeff Mars Phone: 602-229-8413Event Coordinator: Jennifer Nealon Will you be on-site? ☒ Yes ☐ NoTitle: Director of Marketing Phone: 305-574-7579 Cell: 954-864-2665E-mail address: jennifer.nealon@miaminewtimes.com Fax: 305-571-7677Additional Contact: Jeff Stewart Will you be on-site? ☐ Yes ☒ NoTitle: Business Manager Phone: 305-571-7591 Cell: 305-496-9715E-mail address: Jeff.Stewart@miaminewtimes.com Fax: 954-233-1562

Event production company (if other than applicant):

N/A

Address: _____ City, State, Zip: _____

Contact person: _____ Title: _____

Phone: (day) _____ (night) _____ (cell) _____

E-mail address: _____ Fax: _____

PART III: EVENT INFORMATIONAre you planning to charge admission? ☒ Yes ☐ NoIf yes, how much? \$ \$40 door/\$30 prepay (pricing subject to change)Are you requesting to fence the event? ☒ Yes ☐ NoAre 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.

Will you require electricity? ☒ Yes ☐ No

Events requiring electricity are the responsibility of the applicant. All permits must be obtained through the City's Department of Sustainable Development Building Services Division at (954) 828-5191 before setting up.

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 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.

Name of applicant

Jennifer Nealon

Title

Director of Marketing

Date

11/13/2014

Please email completed application at least 60 days ahead of your planned event to:

jmeehan@fortlauderdale.gov

Please mail the application fee (payable to the City of Fort Lauderdale) to:

Jeff Meehan, Outdoor Event Coordinator

1350 W. Broward Boulevard, Fort Lauderdale, FL 33312

Phone: (954) 828-6075 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 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? Tents without sides 70 10x10

Name of Company: A Party 4 Less

A building permit is required. Please contact Capt. Bruce 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: _____

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? ☐ Yes ☒ No

Name of company conducting the show: _____

A permit is required for all pyrotechnics displays. Contact Capt. Wendy D'Agostino at 954-828-5884.

4. Are you having food vendors? ☒ Yes ☐ No

How many and what kind? Approximately 10 vendors serving food samples or selling product

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 \$75 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? 3500
3. On-site contact? NAME Jennifer Nealon PHONE 954-864-2665 cell

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

If yes, A Hold-Harmless Agreement must be signed and Liability coverage of a minimum of **ONE MILLION DOLLARS** must be provided.

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

If yes, Previous date(s)? War Memorial 2001, Hollywood Young Circle 2002-2005, Downtown Himmarshee / Esplanade 2002, 2006-2011, 2013 & 2014, DDA 2012

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.)

Off Duty Police & Private Security Company

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

If yes, who is your Police department contact?

Hector Martinez

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

Yes _____ No x

Who/What? _____

6. Is there alcohol being sold or given away? Yes x No _____

7. Are there any road closures required? Yes x No _____

If so what roads/intersections? SW 2nd Street between SW 5th Ave and SW 3rd Ave, and SW 4th Ave from Broward to the Cul De Sac

8. What is your estimated attendance? 3500

I understand the off duty rate for Police personnel for ALL special events is calculated at a 3-hour minimum rate. I also understand there is a 24 hour cancellation requirement to avoid the 3 hour minimum payment per officer. 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. All payments will be paid within two (2) weeks of the payroll being submitted.

Name _____

11/13/2014

Date

New Times Beerfest Map scheduled for 2015

