

CITY OF FORT LAUDERDALE SPECIAL EVENT APPLICATION

Submit a <u>COMPLETED APPLICATION</u>, SITE PLAN and SITE PLAN NARRATIVE by email <u>60 days</u> before your planned event. Events Planned for July or August must be submitted by **May 1st**.

After you submit the application with your fee you will be contacted to meet with the Special Events team to review:

- 1. Facility/Location requested
- 2. Compliance with City ordinances
- 3. Special permits required
- 4. Other Charges for City Services
- 5. Security requirements
- 6. Environmental issues/effects on surrounding areas

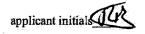
Fee must accompany application

At least 60 days prior to event \$200.00

59 to 30 days prior to event **\$400.00**

Less than 30 days prior to event Denied unless approved by City Manager or designee

PART I: EVENT REC	OUEST			
Event Name Alt	ERICAN SOCIAL	CINCO DE MAYI	3018	
Expected maximum Has this event been I	neck one): Fundraise attendance 200 held in the past? dates, locations and a	Expect	ed sustained attenda	ther nce
EXTENSION OF	(Activities, Vendors, En PREMISE - SMAL S, TV. SCREEN	l Stage, DJ,		, Port <u>agu</u> e Bars,
Location S.E. 3.	Ave Between	E.LAS OLAS +	PARKING LOTS.	
Date and Time DATE	DAY	BEGIN	END	Attendance
SETUP: 5/5	SAT	8:00 AMYPM	12:00@M/PM	200_
EVENT DAY 1: 5/5	SAT	4:00 AMPM	WE AMYPM	200
EVENT DAY 2:		AM/PM	AM/PM	
EVENT DAY 3:	·	AM/PM	AM/PM	
BREAKDOWN: 5/5	SAT	WE AMYPM	AM/PM	<u></u>
*events scheduled for m	ore than 3 days will be sub	oject to special counci	l approval	
PART II: APPLICANT	ſ		1	18.7 - 19.1
Organization Nume For Profit 🗵 Non-profit	721 LAS OLAS RL	(as registered)	Phone: (954) 7	64-1229



Address: 721 E. LAS OLAS BUYD City, State, Zip: FORT LAUDERDALE, FL, 333
Date of registration: 4/9/15 State registered in: FL Federal ID #: 27 - 5492002
Email Address: RICHARDE AMERICAN SOCIAL Fax: (954) 790-6777
Two Authorizing Officials for the Organization
President: Richard Mijares Phone: (954) 764-7550
Secretary: Paul GREENBERG Phone: (954) 764-7550
Event Coordinator Name Richard Rusits Will you be on-site? X Yes No
Title: G.H. Phone: (954) 764-7550 Cell: (954) 696-9601
E-mail address: RicHARDE AMERICAN. SOCIAL Fax: (54) 790 - 6777
Additional Contact Name DIEGO ULLA Will you be on-site? XYesNo
Title: MANAGER Phone: (954) 764-7550 Cell: (954) 806-6464
E-mail address: DIEGO CAMERICAN. SOCIAL Fax: (954) 790-6777
Event Production Company (if other than applicant): N/A
Address: City, State, Zip:
Contact Name:Title:
Phone: (day) (night) Cell
E-mail address: Fax:
PART III: EVENT INFORMATION
All City permits must be obtained through the City's Department of Sustainable Development Building Services Division using the Building Permit Form - Apply and pay for the permits at least 30 days before the event. Contact the DSD Building Services Division (954) 828-5191 with any questions.
Admission Yes XNo If yes, how much? \$_NA
Alcohol For Sale Yes No Alcohol For Free Yes No If yes, how will the beverages be controlled and served? (Draft truck, bar tender, beer tub, etc.)
PORTABLE BAR + BEER TUBS.
*Provide State of Florida alcohol licenses and \$500,000 of Liquor Liability Insurance 30 days before event.
Amusement Rides Yes No If yes, name and contact of company: NA
What type of rides are you planning? *Florida Bureau of Fair Rides, Ron Jacobs (850) 921-1530 must be contacted 30 days before the event to schedule inspections and final approval of all vendors and rides <u>prior to</u> use.
Electricity Yes X No
AT

* Events requiring electricity must be permitted. eventpose Company:	wer@forflauderdale.govLicense #;
	Phone:
Entertainment YesNo If yes, what type of entertainment will be there? Any DJ.	notable performers?
Fencing or Barricades X Yes No * Include proposed fences in your Site Plan & Narrative	a de la companya de
Name & Contact of Company conducting the show *A permit and Fire Watch is required for all pyrotechnics di	NIA
inspected by the Fire Rescue Department, Capt. Bruce Str	e notified 10 days prior to event. All Food Vendors must be andhagen at (954) 828-5080 to ensure compliance prior to booth. If a propane tank is used for a fuel source, it must be on-working hours cost will cost \$75 per hour.
Music If yes, what music format(s) will be used? (amplified,	
List the type of equipment you will use (speakers, am 2 SPEANERS, 1 SUB	plifier, drums, etc):
How close is the event to the nearest residence?	
Soundproofing equipment?Yes	
Parking Impact YesNo *All Parking Spaces that are impacted by an event will be to Mobility Dept. and must be paid in full before the event. ev	billed to the event organizer through the Transportation & venttam@fortlauderdale.aov
Road Closings YesNo Which Roads *Closing roads requires submitting an approved Maintenar agency affected BEFORE the Commission will vote on it. Events manual Appendix. To expedite the process you may	nce of Traffic plan to the Special Events Director for each Some Forms and instructions can be found in the Special
Sanitation & Waste Will the event encourage Recycling and Sustainability The Green Checklist in the Events Manual can help. Recycl	ing must be provided at all City events, facilities & parks.
Company Name EHELALD CLEANING Contain All grounds must be cleaned up Immediately after complete responsible for securing recycling services.	ct Annetre Phone (954) 701 - 4615 ion of event or you will be subject to fees. You are
Security/Police X Yes No Who is yo	ur Police contact for officers and security

planning? applicant initials

Security Comp	anies and their plans must be approved and you may still be required to hire City Police. See below. any Bishop Executive Contact HALVEC BISHOP Phone (305) 439-008
Tents or Canop	ies <u>X</u> YesNo
Quantity and si	ize of each? (5) 10'x 10'
Company Nam	ne BEST RENTAL Contact KAREN/NADIA Phone (954) 763-6581
*A detailed Site F is required if there	Plan showing the locations and size of each canopy or tent is required. A permit and final inspection e are multiple canopies, if they are going to be used for cooking or if there are Tents (with walls).
*A detailed Site F is required if there Toilets	Plan showing the locations and size of each canopy or tent is required. A permit and final inspection e are multiple canopies, if they are going to be used for cooking or if there are Tents (with walls). YesNo
*A detailed Site F is required if there Foilets *All toilets must b	Plan showing the locations and size of each canopy or tent is required. A permit and final inspection e are multiple canopies, if they are going to be used for cooking or if there are Tents (with walls).
*A detailed Site F is required if there Toilets *All toilets must b your contract or Transportation F	Plan showing the locations and size of each canopy or tent is required. A permit and final inspection e are multiple canopies, if they are going to be used for cooking or if there are Tents (with walls). YesNo e removed within 24 hours. Portable Toilets are regulated by Broward County. They require a copy of

Your Event may require Security and Emergency Services which will be determined using this application, your Site Plan and Narrative, MOT, transportation plan and any additional information requested during your Special Events meeting. The hourly rate and costs for services will be quoted on the "Cost Estimate" worksheet developed at the meeting and provided to the organizer. The cost may change after the meeting.

If Fire Rescue or Police staff are scheduled for the event then a minimum of four (4) hours for each Fire Rescue staff and a minimum of three (3) hours for each Police staff will be charged. Fire Rescue also charges 45 minutes to set up and 45 minutes to break down for each event. If the event is canceled then an event representative must call each department at least 24 hours before the event is expected to begin or the organization will be charged.

Fire Prevention and Emergency Medical Services

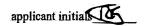
Fire Rescue may need to inspect your event or provide services based on your Building Permit, expected attendance and other risk factors such as alcohol, time, day, location, event type or weather. When you complete your Building Permit Form with Department of Sustainable Development (DSD) indicate all the permits and i nspectionsyou need and i mmediatelypay DSD directly. All other payments for services will be invoiced to the event coordinator and must be paid within thirty (30) days. For questions call the Fire Marshal at (954) 828-6370.

On-site Contact Name RICHARD RUBITS Phone (954) 764-7550

Police

Your event may require security services based on expected attendance and other risk factors such as alcohol, time, day, locati on event type or weather. Depending on your event it may be possible to supplement some of the City Police services with a private third-party security company if their security plan is approved by the City Police department. If you want to use a private security company, their proposed security plan must be presented along with their business license and contact information with this event application. The Police will review the plan and inform you if it meets City requirements.

If a Fort Lauderdale Police vehicle is required then a Hold-Harmless Agreement must be signed and Liability coverage of a minimum of one million dollars (\$1,000,000) must be provided.



PART V: APPLICANT'S ACCEPTANCE

The information I have provided on this application is true and complete to the best of my knowledge.

If I have not submitted my application with the necessary plans, within the deadline and according to the rules outlined in the Special Events Manual it may be denied.

Before receiving final approval from the City Commission, Lunderstand 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 five hundred thousand dollars (\$500,000) if alcohol is being served. Other liability insurance and fees may also be required up to thirty (30) days in advance of the event.

Lunderstand that City of Fort Lauderdale Parks and Recreation sponsored activities have precedence over the event requested above and I will be notified if any conflicts arise.

l'understand that the City of Fort Lauderdale Police department will determine all security requirements and that the City of Fort Lauderdale Fire Rescue department will determine all fire and Emergency Medical Services requirements.

l understand that any cancelations for City scheduled services must be made by phone to each department representative at least 24 hours before the scheduled event time or the organizer will be liable for any associated fees.

Lunderstand that I may be required to provide a deposit based on historical performance or lack thereof.

Lunderstand that the City has a noise ordinance that my event must follow. 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. 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.

event coordinators signature

date

PART VI: SUBMISSION

Email application and plans 60 days before your planned event to: specialevents@fortlauderdale.gov

Include theses plans with application for:

- 1. ALL events Event Site Plan & Narrative show stages, restrooms, fencing, tents etc.
- 2. Closed Roads Maintenance of Traffic Plan show barricades, directions, cones, etc.
- 3. 5000+ people Transportation Plan show transportation options for attendees.
- 4. Security needs Security Plan detail how event coordinator will manage security.

Mail application fee (payable to City of Fort Lauderdale) to: Special Events Coordinator 1350 W. Broward Boulevard

Fort Lauderdale, FL 33312

Questions? (954) 828-5348

