

**CITY OF CORAL GABLES**  
**SPECIAL EVENT LICENSE APPLICATION**

Event Fee \$ \_\_\_\_\_

Performance Bond \$ \_\_\_\_\_

I. Application for the purpose of conducting a Special Event on City streets or other public property which shall be filed in the Parks & Recreation Department, 405 University Drive, a minimum of 30 days prior to the effective date together with all the requirements.

A. Name of Organization: John Martins

Telephone: (Office) 305 445 3777 (Home) 31613 1950

Address of Organization: 253 MIRACLE MILE

B. Name of principal officers and/or managers of Organization:

President John Clarke Secretary Martin Lynch

Address 12045 SW 77 TC Address 8190 S.W 107 St

Office Phone 305 445 3777 Office Phone 305 445 3777

C. Briefly describe event and purpose:

Annual St Patrick Day festival.

D. The purposed date(s), location and hours of operation:

Specific location of Event SAC ZEDO / ARAGON

Set-up dates and time Monday MARCH 17 10:00 AM - MIDNIGHT

Clean-up completed by TUESDAY MARCH 18TH

Actual Event/Activity time 4:00 PM to MIDNIGHT

E. Describe any recording equipment, sound amplification equipment, banners, signage or other attention-getting devises to be used in connection with the event or activity:

Sound Board, STAGE LIVE Music.

F. Give any additional information deemed pertinent to this application:

\_\_\_\_\_

G. The following person(s) will be in direct charge of conducting the activities:

- C. Appropriate event fee and performance bond to defray cost of litter clean-up must accompany application. If additional clean-up is not required, deposit may be refunded. Applicable fees are listed under Section IV.
- D. Public liability insurance coverage certificate naming the City of Coral Gables as an additional insured, in the limits of \$1,000,000 each person and \$1,000,000 each occurrence for bodily injury liability and \$1,000,000 for each occurrence on property damage liability, or \$1,000,000 single limit coverage shall be required.
- E. Festivals shall prohibit the use of skateboards, roller blades, bicycles, scooters or large signs and placards which may endanger or inconvenience the attending public. The City reserves the right to decline admittance to anyone who violates the reasonable policies established for public safety or to restrict activities such as public address to designated areas.
- F. Events must comply with ADA requirements and be advertised on all print material. A copy of all advertising materials and methods of advertising for the activity/event must be included with application.

IV. Schedule of Fees, Performance Bonds and Exceptions

- A. The schedule of fees, bonds and exemptions for special events shall be as follows: (Please circle appropriate activity fees.)

<u>Event</u>	<u>Application User Fee</u>	<u>Performance Bond</u>
<b>Run, walk or bikeathon</b>		
Up to 5K	\$150.00	\$500.00
Over 5K to 10K	175.00	500.00
Over 10K	250.00	500.00
Parades	250.00	500.00
Single day event, projected to be less than 2,500 persons	250.00	500.00
Multiday event or event projected to be attended by 2,500 or more persons	500.00	1,000.00
For-profit event	1,000.00	1,000.00

- B. The City may waive one or more of the enumerated charges for nonprofit organizations based upon experience with previous events, size, duration, location, nature of the event and the likelihood of unremoved litter or damage to property. In the event that the nonprofit organization demonstrates that it has contracted for clean-up activities with a city-approved group, the performance bond shall be waived.
- C. Neighborhood or block parties shall be exempt from the provisions of this article so long as no commercial activity is conducted, no admission fee is charged, and members of the general public are not allowed access. Provided, however, that individuals or organizations should notify the City Manager's Office when a neighborhood party is planned so that police, fire, and other emergency service organizations will be aware of the time, place, and scope of the event.
- D. The closing fee set forth in this article shall be construed as being in addition to other fees or charges imposed for labor, materials, police or fire protection services, or any other charges for City services

Name

Address

Phone

H. Name(s) of person(s) who must be on site with authority other than applicant to extend funds or make major changes in case of an emergency:

Name

Address

Phone

MARTIN LYNEH

John CLARKE

I. The following firm(s) will be utilized to promote this event:

Name

Title

Address

Phone

Conroy Martinez

J. Approximate number of: Participants 100 Spectators 3000

II. General Requirements

A. When marking any public street, curb, and/or right-of-way, no permanent marking substance may be used. All marking agents must be removed immediately after the completion of the event.

R (Please initial signifying understanding and agreement to compliance).

B. Barricade requirements shall be established by the Public Works Department.

C. Any temporary cover for stations such as a canopy shall be flame retardant and applicant shall provide proof of such by certificate. In no case shall flames or fire of any type be permitted beneath canopy.

D. No pegs, stakes or anchoring devices shall be driven into concrete, asphalt, or City hardened right-of-way.

R (Please initial signifying understanding and agreement to compliance).

E. If police service for traffic and/or crowd control is required, arrangements can be made through the Coral Gables Police Department at 460-5429 for off-duty police officers. The Special Events Advisory Committee shall determine the number of officers required.

III. Specific Requirements

A. Map of route or site plan of scheduled event including all stations and description of activities such as entertainment and if food or alcohol will be provided.

B. Provide copies of permits for food vendors from appropriate licensing agencies. City Commission approval (one [1] month in advance of event) for events holding fireworks display or including alcoholic beverages. Proof of licensing from State of Florida (ATF) to serve alcohol required.

incidental to the assembly or street closing and other fees shall still be levied and collected in addition to the closing fee herein provided.

E. Political or public issue events shall be exempt from the provisions of this Section. Individuals or organizations planning such an event shall notify the City Manager's Office when a political or public issue event is planned so that police, fire, and other emergency service organizations will be aware of the time, place, and scope of the event and the name or names of persons in charge.

F. Funeral processions shall be exempt from the terms of this article.

Signed:

Name

Title

*Arnold Abel*

Address *State of Florida, County of Miami-Dade*  
Phone *Subscribed and sworn to before me, this 17 day of Jan 2008*

Notary Public State of Florida at Large



Approval Signatures Required:

Joseph R. Abel, Parks and Recreation Director

Michael Hammerschmidt, Chief of Police

Revised 1-3-05 - JRA