

# CITY OF CORAL GABLES SPECIAL EVENTS APPLICATION & PERMIT

Permit #:	

	Legal Name of the Permit Applic	ant (Company or Indi	vidual):		Today's I			
	Kiwanis Club of Little Havana	1/27/2017	7					
Applicant	Contact Person for this Permit A	L b						
Information	Thomas Falcon or Jerry Fernandez  Contact Person Phone: Contact Person Fax: Contact Person Email:							
	Contact Person Phone: 305-644-8888	Contact Person Fax: 3056448693	carnavalkch@gmail.com					
	Permit Applicant Address:	0000440000	City:		State:	Zip:		
	1400 S.W. 1 Street		Miami		Florida	33135		
	Permit Applicant Phone:	Permit Applicant Fa	x:	Permit Ap	oplicant Em	ail:		
	305-644-8888	305-644-8693			clh@gmail.c	com		
	Is the Contact Person an Office	er of the Legal Entit	y?	YES*	NO**			
	*IFVES areach verification from	Suphiz org						
		oundiz.org.						
		orized Agent of App	licant?	✓ YES*	NO			
		•						
	*If YES, Contact Person (Author	rized Agent) must prov	vide the City	y with a Lim	nited Power	of Attorney		
		ed to execute legally bi	nding contr					
					e below	,		
		Set-up Tir	ne	Т	ake Down	l'ime		
Firent	see below	see below			e below			
The second secon	Location of Event		- '	1				
	Alhambra Circle (Douglas Road/LeJeune Avenue) Pending City Approval							
	A list of all staff, monitors, and volunteers assisting in this event and must be provided with this							
	application including a sample of	application including a sample of the badge or unique name tag that will be used at the event identifying						
	your starr, monitors and voluntee	ers from the participan	its and/or E	general publ	10.			
	Anticipated Attendance			A	Admission F	ees		
	75,000+ over the course of the e				one			
	# of year's event has been in exi					nce		
	Event Description: (Provide an attachment if additional space is needed.)							
	Event is relocating from Miracle Mile this year due to the Streetscape Project.							
	Event hours: 3/4/17, 10:00 a.m. to Midnight and 3/5/17, 10:00 a.m. to 10:00 p.m.							
	Set up Time: 3/3/17 we are requesting that the street closure of Alhambra begin at 8:00 p.m. and that							
			completed i	by 3/8/17 by	y 5:00 p.m.			
	The second residual continuity of or 1			,	•			
	The event is a family oriented ar	t and music festival.						
Event Information	Is the Contact Person an Office *If YES, attach verification from **If NO, go to next question Is the Contact Person an Author *If YES, Contact Person (Author evidencing that they are authorize Name of Event Carnaval on the Mile Hours of Event see below Location of Event Alhambra Circle (Douglas Road/ A list of all staff, monitors, and vapplication including a sample of your staff, monitors and voluntee  *# of year's event has been in exitation  Event Description: (Provide an a Event is relocating from Miracle Event hours: 3/4/17, 10:00 a.m. Set up Time: 3/3/17 we are requested to the ponce Street Closure begin at 1. Take down Time: Sunday, 3/5/17	Sunbiz.org.  Drized Agent of Apple rized Agent) must proved to execute legally bit see below  LeJeune Avenue)  Olunteers assisting in the badge or unique mers from the participant ers from the participant to Midnight and 3/5/1 esting that the street 1:30 p.m.  7 at 10:01 p.m. to be	Location(s)? les l space is not he Streetso 7, 10:00 a.r. closure of A	YES*  y with a Liminates on behind received and must be put will be used general publicape Project m. to 10:00 Alhambra between the publication of the publication o	NO**  NO**	of Attorney mit applicant. ) l'ime Reserved? Approval th this ent identifying		

	Tr. 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	- CC1:1-1-\		
Event	List all vehicles associated with this event (Provide an attachment if additional space			
Information	To be determined	c is necueu.		
(Continued from	TO DO GOLGIAINIOG			
page 1)		,		
		nditions of the event be communicated to the	e participants?	
	(Provide an attachment if additional space			
	Media, print, website and the Kiwanis Cl	ub of Little Havana office, staff and voluntee	ers.	
	32771 3 3 11 1 1 1		he elevedà	
	(Provide an attachment if additional space	music at this event? What type of music will	be played?	
	Yes. Live music of varying types.	o is needed.	1	
	, , , , , , , , , , , , , , , , , , , ,			
		1 10: 1:		
	Number, type and location of all loud speakers and amplifying devices.  (This information can be provided on a map as an attachment to this application.)  2 stages: (Ponce De Leon and Alhambra Circle) and (Alhambra and Galiano)			
	Number of Food Vendors	Vendors list provided to the City		
	30	□ Yes	☑ No	
	Food vendors have all permits/licenses.		□ No	
Vendor	Number of Other Vendors	Vendor list provided to the City		
Information	150 arts/crafts	☐ Yes	☑ No	
	Will there be alcohol at this event?	☑ Yes	□ No	
	If yes, has liquor license been issued?	☐ Yes	☑ No	
	Is this a charitable event?	☑ Yes	□ No	
	If yes, what is the name of the charity/or	ganization? Kiwanis of Little		
	Have you completed the City application	?	□ No	
	Have you completed the State application	n?	☑ No	
	If you checked yes to any of the qu	estions above, you must contact the	City of Coral	
	Gables Licensing, Tax, & Utility S	Service office at (305) 460-5607.		

#### THIS COVER SHEET MUST BE PROVIDED WITH ALL INSURANCE DOCUMENTS. Legal Name of Permit Applicant (Individual or Company): Insurance is being submitted for an ongoing Special Event (circle one): YES or NO Special Insurance is being submitted for one Special Event permit (circle one): YES or NO Events (circle one): YES or NO Will liquor be served at the Special Event Permit Without limiting PERMIT APPLICANT'S indemnification of the CITY, and during the term of this Agreement, PERMIT APPLICANT shall provide and maintain at its own expense the below described Cover programs of insurance. Such programs and evidence of insurance shall be satisfactory to the CITY and Sheet shall be primary to and not contributing with any other insurance or self-insurance program maintained by the CITY. Certificates or other evidence of coverage shall be delivered via email, fax or US mail to; For Certificate Holder should read: City of Coral Gables Insurance Compliance Evidencing PO Box 12010 - CE Email address: Insurance Hemet, CA 92546-8010 cityofcoralgables@ebix.com to the City of Such certificates or other evidence of coverage shall be delivered prior to commencing performance under **Goral Gables** this Permit, and shall contain the express condition that the CITY is to be given written notice of at least thirty (30) days in advance of any cancellation, non-renewal or material change of any insurance policy. Companies are required to evidence the following Insurance to the City; Limit of Liability Required Insurance Coverage Type Insurance Each Occurrence \$1,000,000 Commercial General Liability Aggregate \$2,000,000 Requirements Aggregate \$2,000,000 Liquor Liability (required if liquor is served) Each Occurrence \$1,000,000 For All insurance policies evidenced to the City shall name the City of Coral Gables as an Additional Insured on a Primary and Non-contributory basis. All insurance policies evidenced to the City shall contain A Waiver of Subrogation Endorsement in Companies favor of the City of Coral Gables. All insurance companies providing coverage must have an A.M. Best rating of at least (A-/VI) or an equivalent rating given by a recognized rating agency. Companies evidencing insurance must provide the following documents to the City; 1. This Cover Sheet with all of the questions above answered. 2. A Certificate of Liability Insurance naming the City of Coral Gables as an additional insured on a primary and non-contributory basis including a Waiver of Subrogation in favor of the City. 3. A copy of the Endorsements evidencing that Additional Insured status has been provided to the City and that this coverage has been provided on a Primary & Non-Contributory Basis. 4. A copy of the all Waiver of Subrogation Endorsements for each line of coverage required. Individuals are required to evidence the following Insurance to the City; Limit of Liability Required Insurance Coverage Type Insurance S300,000 Each Occurrence Personal Liability Insurance Requirements (including host liquor liability coverage is if liquor is served) Individuals evidencing insurance must provide the following documents to the City; For 1. This Cover Sheet with all of the questions above answered. 2. A Certificate of Liability Insurance naming the City of Coral Gables as an additional insured. Individuals Alternatively, Companies & Individuals may obtain liability insurance through a TULIP (Tenant User Liability Insurance Program) established by the City @ www.ebi-ins.com/tulip. If Applicant Does Not The City of Coral Gables reserves the right to require additional types of insurance coverage or higher Have limits of liability for any event. This determination will be made by the Risk Management Division. Insurance Gity of Coral Gables Insurance Compliance Contact Information Phone: (951) 652-2883 • Fax: (770) 325-0417 • Email: cityofcoralgables@ebix.com

	Police	# of Officer		Date(s) R	equi	ired		irs Needed (i.e. 8 a.m5 p.m.)
		TBD by CGP	D mber (	of Coral C	able	s Regular-Off-D		e determined by CGPD olice Officers required for an
- The		event will be	deten	mined by	the (	Coral Gables Poli	ice D	epartment upon the approval
Chry Services		of all require	d pem	nits for th	is ev	vent. Please conta	ct the	Coral Gables Police vices Permit Application and
SHWIGH		Fee Schedule					e oct	vices i etinit rippinendon and
		Clearance Fo				l Yes	-	□ No
	Fire/Medical	0.0						
	·			On Call _		☐ On Site		
		Contact the	Coral	Gables Fi	re D	epartment Admi erage at (305) 442	nistra -1600	tion Division for questions or
		COSTS ASSOCIA	itea wi	th onsite	COVO	rage at (303) 442	-1000	
		Clearance Fo	orm re	ceived:		Yes		□ No
	City Facilities	Location					do yo	ou need the restrooms opened?
	Electrical	Dlessa list oli	l electr	ical requi	eme	Yes	tyne	of electricity (i.e. 110V),
	Requirements	amperage no	eded,	the numb	er o	f outlets and the	type (	of equipment needing the
	1	electricity (i.	e. sour	nd system	, pop	pcorn machine, e	tc.):	
		Dates neede		lle Detec				Hours per day needed Event Hours
	Trash	Carnaval on Who will be			tras	h pick-up during	the	Hours per day needed
	116311	event?						
	City	☐ Barricades						
	Equipment	Contact PW -Barricades Div. to reserve equipment at (305) 460-5173.						
	Signs/Banners	Please list ar	ıy requ	ests for u	sc o	f City signs and/	or lo	cation of signs:
		None				J <sub>2</sub>		
	Other	Please list ar	ny othe	er request	for	City services (be	spec	ific):
		None					-message	
	All booths grane	la, silons/iba	nner	must b	e re	movedsimmed	iarel	wildlowing the cu-m.
	For additional in	normation c	all C	ode Ent	)T(C)	(ADS) të inem	460-	206
			ngeriggi wan		ergerapp		Y. bishna	
	☐ Temporary Fenc	ing	☐ In	flatable		- <del>- 20</del> 00 10		Music (Recorded)
A 30 300 3 3 3 3	☑ Signs/Banners		ПО	pen Flam	es			Music (Live)
Additional Event	☑ Port-A-Johns	-	□ Fi	reworks			2	Amplifying Devices
Features	☑ Tents or Canopie	es		arnival/A	mus	sement Rides		Or Loud Speakers
i catalica	☑ Barricades			lectrical S	crvi	ces/Generators		
(Applicants	Company Name: Ki	wanis Club of	Little	Havana				
most check all that apply)	Contact: Nick Diaz			Pho	ie N	lumber: 786-556	-770	9
7 4 4	If any of the follo	wing applya	a sej with	narate na Ulis app	urra lica	itve deserijaijo មេស	n (ork)	endhindillionalli-aiure

Harris Company of the		Does this event to	ropose closure or u	se of any street(s)	?				
		Does this event p	•	,(-)	□ No				
	City		☑ Yes		Ü 140				
Closure of	Streets	Thurs places fill i	n information belov	v see description	of event				
	Ottecta	Street Name	From/To	Date(s)	Time(s)				
Sureets		Succe i vallic	110, 10	2010(0)					
Or City	po ————————————————————————————————————	Does this event t	ropose closure or u	se of any sidewall	cs?				
Right-of-	City	·	. Yes	•	☑ No				
Way	Sidewalks		G 103						
		If yes, please fill i	n information belov	w:					
		Sidewalk	From/To	Date(s)	Time(s)				
		Location							
	90		<u> </u>						
		Does this event p	ropose closure or u	ise of any alleys?					
	City		□ Yes		☑ No				
	Alleys								
			n information belov		Time(s)				
		Alley Location	From/To	Date(s)	Tunc(s)				
		l							
		Does this event p	propose closure or u	ise of any parking	lot?				
	Public		☐ Yes		☑ No				
	Parking Lot								
		If yes, please fill in information below:							
	in a	Parking Lot Location	From/To	Date(s)	Time(s)				
20.		Location							
		Does this event propose closure or use of any City right-of-way?							
	City		☑ No						
	Right-Of-Way		☐ Yes						
Park State of the Control		If yes, please fill in information below:							
		Right-of-way	From/To	Date(s)	Time(s)				
200		location							
		D. di		of one street(s)	1)				
	nt.	Does this event	propose closure or u	ise of any succits,					
	Parade		☐ Yes		☑ No				
	Route	If yes, please fill in information below:							
		Parade Route	From/To	Date(s)	Time(s)				
		Farage Rodic	110111/10	Director	(-)				
				95,999					
	It you chedled yes to	arry of the always	a die plan dined	osili of the abou	e equestional de				
	provided and a suser	obsure permit m	y he gastat. His	se dill(30 <b>5</b> )461	TOWN HOLE				
	information.								

## Schedule of Fees, Performance Bonds and Exceptions

A. The schedule of fees, bonds and exemptions for special events shall be as follows:

SPECI/	AL EVENT FEE	STRUCTURE			
Event Type	Base Fee (Does not include Additional fees as described further be				
	1 day	2 day	3 day	4 days	
NON-PROFIT/GOVERNMENT ORGANIZED EVENT					
Event of up to 500 persons/day	\$300	\$450	\$550	\$700	
Event between 500 - 1,000 persons/day	\$400	\$700	\$950	\$1150	
Event of more than 1,000 persons/day	\$500	\$900	\$1,200	\$1,500	
FOR-PROFIT EVENT					
Event of up to 500 persons/day	\$600	\$1,000	\$1,300	\$1,500	
Event between 500 - 1,000 persons/day	\$800	\$1,400	\$1,800	\$2,100	
Event of more than 1,000 persons/day	\$1,000	\$1,800	\$2,400	\$2,800	

<sup>\*</sup> All applications must be received 30 days in advance of date or a 25% additional fee will be applied.

- 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 un-removed 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 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.
- G. ADA Notice: The City welcomes individuals with disabilities. To request a modification to a policy, practice or procedure or to request an auxiliary aide or service (such as a sign language interpreter) in order to participate in a City program, activity or event, please contact the City's ADA Coordinator Dona Spain or the Director of the sponsoring department at least three (3) business days in advance. ADA Coordinator Dona Spain may be reached by email: dspain@coralgables.com. or by telephone: 305-460-5095 (voice) or 305-460-5010 (TTY/TDD).
- H. All Expanded Polystyrene (Styrofoam) containers is prohibited. Special events permittees and their subcontractors are prohibited from selling, using or providing food/drinks in, or offering the use of, expanded polystyrene articles. Upon warning, the permittee or subcontractor must discontinue use. Failure to do so within a reasonable amount of time may lead to the discontinuation of the service, sale or participation in the event. Violations may also lead to the imposition of fines, the revocation of the permit, the placement of conditions on future special events permits or the denial of future special events permits. (Sec. 62-230, City of Coral Gables Code) <a href="http://coralgables.com/index.aspx?page=1203">http://coralgables.com/index.aspx?page=1203</a>
- Applicant must comply with such other requirements the City may deem necessary in order to provide for traffic control, street and property maintenance, and the protection of the publics health, safety and welfare.

Performance Bond S\_

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	The Performance Bond must be issued by a separate check and all checks must be	made payable to the
City of Cozal Gables.		

Event Fee \$

### Indemnification:

For and in consideration of the City of Coral Gables consent to allow the Applicant to hold a Special Event, Parade or Public Assembly (as defined by City Ordinance) within the limits of the City of Coral Gables, the Applicant agrees as follows:

The Permit Applicant jointly and severally, hereby hold hamnless, indemnify and defend the City of Coral Gables, its representatives, officers, agents, affiliates, employees, the administration and elected and appointed officials from and against all liability, suits, actions, claims, costs, expenses or demands (including, without limitation, suits, actions, claims, costs, expenses or demands resulting from death, personal injury and property damage) or expenses of every kind and character, including reasonable attorney's fees, costs and appeals, arising or resulting in whole or in part, as a result of any tort, intentional action, negligent acts or omissions on the part of the Permit Applicant or any of the participants of the Event outlined in this application. This indemnification provision shall survive the termination of this contract and shall be in full force and effect beyond the term or termination of this contract, however, terminated. This indemnification provision includes claims made by the entitlement, if any, to immunity under section 440.11, Florida Salutes. Nothing contained herein shall be construed as a waiver of any immunity or limitation of liability the Litymay have under the doctrine of sovereign immunity of section §768.28, Florida Statutes.

Jums Fala	11/28//6
Signature of Authorized Agent or Applicant ON SehAlf of the KIWANIS Clus	of Little Havana Kimanis Clus of Little Title HAVANA Clus Secretary
Print Name Thomas FAICW	
1400 S.W. 1st Street	MIAMI, F1 33135 305-644-8888
Address City	/State/Zip Code Phone
Subscribed and sworn to before me, this 3	Aday of Notary Public - State of Florida Gommission # FF 941874  Notary Public State of Horida Arg Honded through Mational Notary Assn.
Approval Signatures Required:	Boar Jamese
Fred Couceyro Parks and Recreation Direct	Brian Lawrence  Police Major
Vany D. Jeelle	wiki CrupOux
Gilber Hernandez Fire Division Chief	FOR William Orliz - CE officers needed to work Code Enforcement Director - alcohol permit is
LITE DIVISION CHIEF	and the second second

Application, performance bond(s), comprehensive site plans, event publications, flyers, and insurance must accompany this application and must be submitted to:

Special Projects Coordinator
Parks and Recreation Division/Special Events
405 University Drive; Coral Gables, FL 33134
Phone: (305) 460-5607 • Fax: (305) 460-5639
E-mail: ngavarrete@coralgables.com

## Expanded Polystyrene or Styrofoam Clause:

Special events permittees and their subcontractors are prohibited from selling, using or providing food/drinks in, or offering the use of, expanded polystyrene articles. Upon warning, the permittee or subcontractor must discontinue use. Failure to do so within a reasonable amount of time may lead to the discontinuation of the service, sale or participation in the event. Violations may also lead to the imposition of fines, the revocation of the permit, the placement of conditions on future special events permits or the denial of future special events permits. (Sec. 62-230, City of Coral Gables Code)

ent Name:Event Date	ame:		Event D	ate	
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		(8)			