



**City of New Port Richey
Parks and Recreation Department
Special Event Application**

- *All applications must be submitted at least 45 days prior to the event, but no more than 12 months before the event.
- *Do not advertise your event until you receive an approved event permit.

- **SMALL Event - \$150 Application Fee** (one day events with limited impact and 999 or less attendance).
- **MAJOR Event - \$500 Application Fee** (are defined as events lasting more than 72 hours, a projected attendance of more than 1,000, or will significantly impact public streets or right-of-ways.)

Submit original signed and notarized application along with application permit fee to the following:

City of New Port Richey
Parks and Recreation Department
6630 Van Buren Street
New Port Richey, FL 34653

APPLICANT

Name of Applicant: Carl Mowry

Title (if applicable): Owner -Kangaroo

Name of Organization: N/A

Is your organization tax exempt? Yes No If yes, please attach documentation.

Is your organization a non-profit? Yes No If yes, please attach documentation.

Mailing Address: 5748 Main Street
Street Address

New Port Richey FL 34652
City State Zip Code

Phone: 727-312-7736 352-606-9208 (Atl)
Daytime Phone Cell Phone

Email: carlmowry100@gmail.com

EVENT

Name of Event: NYE Ball Drop

Description of Event (Include purpose):

The purpose of this event is to add one more festive element to down Town New Port Richey . Promote local night life.

Location of Event: Railroad Square

Event/Organization Web Address: Railroad Square -

Event Date(s) & Time(s):

Date	Day of the Week	Start Time	End Time
<u>12/31/2024</u>	<u>Tuesday</u>	<u>5pm</u>	<u>12:30</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Setup Date(s): 12/31/2024

Setup Time(s): 8am to following Day

Cleanup Date(s) 1/1/2025

Cleanup Time(s): 8am to 10am

Will this be an annual event? Yes No If yes, next year's date(s) 12/31/2025

EVENT LOGISTICS

1. Estimated Attendance (Includes event crew, participants, and spectators):

350 100
This Year Last year

Maximum number at peak time: 350

2. Will alcohol be served or sold? Served Sold No Alcohol

3. Approximate number of food vendors: 0
*Event promoter is responsible for obtaining copies of all licenses and insurance from each vendor and providing the same to the City. All vendors must be listed on the site plan.

4. Approximate number of all other vendors along with type i.e. crafts, sponsors, informational
*May need to provide copy of certificate of insurance in a form acceptable to the City for each vendor:
No other vendors. All drinks will be sold inside local establishments.

5. Will electricity be required?: Yes No Source _____

Location of electricity _____
*City electric is available around the Sims Park Circle, panel box near the river, and the North and South side of Orange Lake. If an event requires additional locations, the event must provide an alternative.

6. List event equipment (Include things such as seating, tents, booths, and trucks. These should all be listed on site map as well.) _____

Crane - Barricads

7. List entertainment type (bands, DJ, dancers, clowns, etc.): Cheerleaders-5 min performance at 11:30

8. List dates and times of music and/or amplified sound: _____

9. Will private security be provided? Yes No

If yes, list organization: CITY OF NEW PORT RICHEY POLICE

10. Will portable restrooms be used? Yes No

If yes answer the following and list on site plan:

How many: _____ Installation Date: _____ Removal Date: _____

11. Event holders are responsible for trash removal, and must provide their own dumpsters.

Please list your plan. The Kangaroo had a dumpster

Will dumpsters be used? Yes No

If yes please include on site plan and answer the following:

How many: _____ Sizes: _____

Installation Date: _____ Removal Date: _____

12. Please list any admission charges, donations, parking, registration or other fee and how much.

N/A

13. Does the Event Require Street Closures? Yes No

If yes complete the following:

Date(s) of street closure: Begin 12/31/2024 End 12/31/2024

Time of street closure: Begin 5Pm End 1am

List street(s) to be closed: Railroad Square

See Site Plan Map

*A letter must be delivered to all residents that will be directly impacted by a road closure. Attach letter along with addresses to this application.

14. Will there be a parade? Yes No

If yes complete the following:

Street(s) that will be utilized for parade route: N/A

Time assembly to begin:	<u>N/A</u>
Time parade starts:	<u>N/A</u>
Total number of units in parade:	<u>N/A</u>
Number of people in the parade:	<u>N/A</u>
Number of vehicles in the parade:	<u>N/A</u>
Number of animals in parade:	<u>N/A</u>
Number of floats:	<u>N/A</u>
Number of bands:	<u>N/A</u>

*Attach parade route map to application.

15. Will there be a running/walking/biking/water Event? Yes No

If yes answer the following:

Time assembly to begin: N/A

Time event starts: N/A

Estimated ending time: N/A

Event will be conducted on Streets Sidewalks Body of water

*Attach route map to application

16. Will a City dock be used for the event? Yes No

If yes, hours of use: N/A

Location of dock: N/A

List vendors who will use the dock: N/A

*Any dock used for the event will need to remain open to the public during the event.

17. Please check the additional facilities/Areas you plan on using.

- Pavilion(s)
- Orange Lake
- Amphitheatre (requires an additional rental fee)
- Peace Hall (requires an additional rental fee)

What is your Organization doing to fund or support Activities within the local Community?

Supporting Downtown merchants

What Groups or Individuals received financial or other support from your Group in the past year?

Main Street

As the applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the event policy and procedure manual, the resolution and City ordinance pertaining to Special Events, the event rules, guidelines, requirements, for tents and all policies, rules, regulations, and code provisions of the City of New Port Richey. I understand that any violations may result in immediate cancellation and revocation of the Event Permit. I further certify that all facts contained in this request are accurate.

For events on public property, I agree to obtain and furnish the City of New Port Richey with a certificate of general liability insurance in the amount of \$1,000,000.00 or greater as deemed by the City Risk Manager. The insurance must name the City of New Port Richey as an additional insured.

I understand incomplete applications or any outstanding financial obligations with any department within the City of New Port Richey may result in a denial of my request.

Print Name of Applicant or Authorized Representative: Cary Mawry
Signature of Applicant or Authorized Representative: [Signature]

Date: 12/13/2024

Subscribed and sworn to before me this 13th day of December, 2024
Who is personally known to me and/or produced FL DL # M461-SE1 as identification. 64.000.0

STATE OF FLORIDA COUNTY OF PASCO

Notary Public: [Signature]

My Commission expires: 4/14/27



KATHLEEN R. CONRAD
Commission # HH 374348
Expires April 14, 2027

Authorization for Applicant's Representative(s)

- High St.
- Contact My Shop -
- Sign Hearing EAST -

I Curt Mowry, applicant, hereby authorize Atlanta McDonald to act as my representative(s) in all matters pertaining to the processing and approval of this application, including modifying the project. I agree to be bound by all representatives and agreements made by the designated representative.

Signature of Applicant(s): [Signature]

Date: 12/13/2024

Subscribed and sworn to before me this 13 day of December, 2024
Who is personally known to me and/or produced FL DL # M461-581-64 as identification. 000.0

STATE OF FLORIDA PASCO COUNTY

Notary Public: [Signature]

My Commission expires: 4/14/27



KATHLEEN R. CONRAD
Commission # HH 374348
Expires April 14, 2027

Hold Harmless Agreement

I Carl Mowry, agree to protect the City of New Port Richey, Florida against all losses arising out of claims, in connection with the NYE Ball Drop

Without limiting the generality of the foregoing, and all workmanship, actual or alleged infringement of any patent, trademark, copyright (or application for any thereof) or of any other violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder. The hangaroo Further agrees to investigate, handle, respond to, provide defend any such claims, etc., at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims etc.) is groundless, false or fraudulent.

In any case in which such indemnification would violate any applicable legal prohibition, the foregoing provisions concerning indemnification shall not be construed to indemnify the City for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City or its employees.

Certification:

I _____ do certify that I am _____ of _____ and that I am authorized to issue this hold harmless agreement; and that this hold harmless agreement is defined as an insured contract under a commercial general liability insurance policy currently in effect for the entity/organization.

Signature of applicant: _____

Date: _____

STATE OF FLORIDA, COUNTY OF PASCO

Notary Public Kathleen R Conrad

My Commission Expires: 4/14/27



KATHLEEN R CONRAD
Commission # HR 374348
Expires April 14, 2027



Railroad Square Usage Request Application

- * Please submit all requests at least 30 days prior to the event
- * All applications must be submit with original signed and notarized Master Special Event application along with Railroad Square usage request application permit fee
 - * \$500.00 (City Business / Resident)
 - * \$500.00 (Non-City Business / Non-Resident)

Name of Event: NYE Ball Drop

Date(s) and Time(s) of Event: Tuesday, December 31, 2024 - ??pm - 12:30pm

Location of Event: Railroad Square & City Parking Lot

Applicant: The Kangaroo

Address (Street, City, State, Zip Code): 5748 Main Street

New Port Richey Fl, 34652

Daytime Phone Number: 727-312-7736

Email: carlmowry100@gmail.com

Authorized Person in Charge: Atlanta McDonald -Event Cordinator

Estimated number of spectators: 350

Will there be food?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Will there be tents over 10' x 10'?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Will alcohol beverages be sold/served/consumed?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Will there be port-o-lets?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Will public electric outlets be used?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Will there be amplified music?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Additional Description of Event: NYE Ball Drop



Road Closure / Parade Request Application

Please submit all requests at least 30 days prior to the event

- All applications must be submit with original signed and notarized Master Special Event application along with road closure application permit fee.

- * \$138.00 (Road Closure with no Parade)
- * \$238.00 (Road Closure with Parade)

Name of Event: NYE Ball Drop

Date(s) and Time(s) of Event: Tuesday, December 31, 2024 ??:00 pm - 12:30 pm

Intersection(s): Railroad Square (FULL CLOSURE) - City Parking Lot (Site Plan Map supplied

Applicant: The Kangaroo- Carl Mowry

Address (Street, City, State, Zip Code): 5748 Main Street
New Port Richey, Fl 34652

Daytime Phone Number: 727-312-7736

Email: carlmowry100@gmail.com

Authorized Person in Charge: Atlanta McDonald-Event Cordnator

Estimated number of spectators: 350

Will there be food? Yes No

Will there be tents over 10' x 10'? Yes No

Will alcohol beverages be sold/served/consumed? Yes No

Will there be port-o-lets? Yes No

Will public electric outlets be used? Yes No

Will there be amplified music? Yes No

Description of Closure: _____

See road closure Detours List on supplied Site Plan

City of New Port Richey
5919 Main Street
New Port Richey, FL 34652
Phone: (727) 841-4560 Fax: (727) 841-4562