

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 our event until you receive an approved event permit.

Submit original signed and notarized application along with \$150 application fee to the following:

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

APPLICANI		
Name of Applicant: Cami Austin		
Title (if applicable): Chairperson		
Name of Organization: Chasco Fiesta Inc		
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: 5443 Main Street	A 13	10
New Port Richey	Address FL	34652
Phone: 727-777-5446	State	Zip Code
Daytime Phone Email: director@chascofiesta.com	Cell Phone	

EVENT

Name of Event: Chasco Fiesta

Description of Event (Include purpose):

Chasco Fiesta is a nine day event consisting of a Native American cultural display and pow-wow, music,

food and 18 various events and activities. Chasco Fiesta is a not-for-profit organization that also provides

opportunity for other Pasco County not-for-profit organizations to raise funds.

Location of Event: Sims Park

Event/Organization Web Address: chascofiesta.com

Event Date(s) & Time(s):

Date 3/24/23	Day of the Week Friday	Start Time 5pm	End Time
3/25/23	Saturday	10am	11pm
3/26/23	Sunday	10am	10pm
3/27/23	Monday	5pm	10pm
3/28/23	Tuesday	5pm	10pm
3/29/23	Wednesday	5pm	10pm
3/30/23	Thursday	5pm	10pm
3/31/23	Friday	5pm	11pm
4/1/23	Saturday	10am	11pm
Setup Date(s): 3/	21/23 - 3/24/2	3	
Setup Time	(s): 08:00	to 18:0	00
Cleanup Date(s)	4/2/23 - 4/4/23	Vi.	

Cleanup Time(s): 08:00	_{to} _18:00
Will this be an annual event? Yes	□ No If yes, next year's date(s) March (TBD)
EVENT LOGISTICS	
1. Estimated Attendance (Includes event	crew, participants, and spectators):
120,000	100,000
This Year	Last year
Maximum number at peak time: 12,0	00
3. Approximate number of food vendors: *Event promoter is responsible for obtain	rved ■ Sold ■ No Alcohol □ 15 ing copies of all licenses and insurance from each y. All vendors must be listed on the site plan.
*May need to provide copy of certificate ovendor: 40 vendors including, native american crafts, native ame	fors along with type i.e. crafts, sponsors, informational of insurance in a form acceptable to the City for each erican performing arts, Crafts, art work, sponsors, prepared food
and information	
5. Will electricity be required?: Yes	S □ No Source City Supplied 120vac
Location of electricity One tempor	rary pole installed by Hugues Electric.
*City electric is available around the Sims	s Park Circle, panel box near the river, and the North ent requires additional locations, the event must provide
	uch as seating, tents, booths, and trucks. These should airs, tables, vendor 20x20 tents and 10x10 tents, beer trailer/truck,
food trucks and trailers, event te	ent and trailers, generator for rock concert
7. List entertainment type (bands, DJ, dar	ncers clowns, etc.): Bands, street parade
A February State (See)	Page 3 of 1

boat parade, Native American dancers, parade DJ 8. List dates and times of music and/or amplified sound: See Attachment A 9. Will private security be provided? Yes No If yes, list organization: TBD 10. Will portable restrooms be used? Yes If yes answer the following and list on site plan: How many: 45 Installation Date: 3/23/23 Event holders are responsible for trash removal, and must provide their own dumpsters. 3 large roll off dumpsters, 25 large rolling garbage cans and 25 smaller garbage cans. JD Parker will provide trash removal. No recycle plans. Will dumpsters be used? ■ Yes □ No. If yes please include on site plan and answer the following: Sizes: 30 yards How many: 3 12. Please list any admission charges, donations, parking, registration or other fee and how \$5 park admission fee, 12 and under are free. Page 4 of 11

	osures?	✓ Yes	☐ No
If yes complete the following:			
Date(s) of street closure:	Begin	3/25/23	End 3/26/23
Time of street closure:	Begin	0800	End 1700
List street(s) to be closed	Street F	Parade has su	ubmitted Application
*A letter must be delivered to all Attach letter along with addresse 14. Will there be a parade? If yes complete the following Street(s) that will be utilized for	es to this app es es parade route	□ No	y impacted by a road closure. arade has submitte
a Special-Event Ap	plicatio	n with requ	uired information
a Special-Event Ap Time assembly to begin:	plicatio	n with requ	uired information
	plication	n with requ	uired information
Time assembly to begin:		n with requ	uired information
Time assembly to begin: Time parade starts:		n with requ	uired information
Time assembly to begin: Time parade starts. Total number of units in parade:		n with requ	uired information
Time assembly to begin: Time parade starts: Total number of units in parade: Number of people in the parade		n with requ	uired information
Time assembly to begin: Time parade starts. Total number of units in parade: Number of people in the parade. Number of vehicles in the parade.		n with requ	uired information
Time assembly to begin: Time parade starts. Total number of units in parade: Number of people in the parade. Number of vehicles in the parade. Number of animals in parade:		n with requ	uired information

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	the following:
Time assemb	ly to begin: 0700
Time event st	arts: 1300
Estimated end	ding time: 1600
	conducted on Streets Sidewalks Body of water
*Attach route	e map to application
	ity dock be used for the event?
If yes, hours	of use: 0700 - 1600
Location of d	Sims Park
Location of d	ock: Sims Park
Location of d	who will use the dock: Boat Parade Judges
Location of d	ock: Sims Park
Location of d List vendors *Any dock us	who will use the dock: Boat Parade Judges
Location of d List vendors *Any dock us	Sims Park who will use the dock: Boat Parade Judges sed for the event will need to remain open to the public during the event.
Location of d List vendors *Any dock us 17. Please ch	Sims Park who will use the dock: Boat Parade Judges sed for the event will need to remain open to the public during the event. seck the additional facilities/Areas you plan on using.
Location of d List vendors *Any dock us 17. Please ch	Sims Park who will use the dock: Boat Parade Judges sed for the event will need to remain open to the public during the event. eeck the additional facilities/Areas you plan on using. Pavilion(s)

Chasco Fiesta	rovides opertunities for other l	ocal not-for	-profit organ	izations to r	aise funds.	
Chasco	iesta benefits ov	er 17	not-for	-profit o	organizatio	ns
			h-			
			1111	Ju.		
					- 17	
2007		6%			Z. V. 8	
year?	or Individual <mark>s received</mark> finar	ncial or otl	er support	from your (Group in the past	
year?		ncial or oth	er support	from your (Group in the past	
year?		ncial or oth	er support	from your (Group in the past	
year?		ncial or oth	er support	from your (Group in the past	
year?		ncial or oth	er support	from your (Group in the past	
year?		ncial or oth	er support	from your	Group in the past	

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:
Signature of Applicant or Authorized Representative: Cana authorized, Chmi
Date: <u>Dec. 28, 2022</u>
Subscribed and sworn to before me this 28th day of Dec
STATE OF FLORIDA, COUNTY OF PASCO
Notary Public: Stace D. Beveron
STACEE D REVERON Notary Public-State of Florida Commission # GG 987020 My Commission Expires May 11, 2024

Cami Auctin

Authorization for Applicant's Representative(s)

I Cami Austin		plicant, hereby
authorizeAl Renedo		as my representative(s)
in all matters pertaining to the processing and appro	val of this application	, including modifying
the project. I agree to be bound by all representative representative.	es and agreements ma	de by the designated
Signature of Applicant(s):	shi	
Date:		
Subscribed and sworn to before me this	_day of	, 20
Who is personally known to me and/or producedidentification.		as
STATE OF FLORIDA, PASCO COUNTY		
Notary Public:		
My Commission expires:		

Hold Harmless Agreement

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 included in the indemnity hereunder. The Chasco Fiesta Inc. 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: Cami Austin do certify that I am Chairperson Chasco Fiesta Inc and that I am authorized to issue this hold harmless agreement; and that this hold harmless agreements as defined as an insured contract under a commercial general liability insurance policy currently in effect for the entity/organization. Signature of applicant: Dec. 28, 2022 STATE OF FLORIDA, COUNTY OF PASCO	Chasco Fiesta Inc	, agree to protect the City of New Port
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 included in the indemnity hereunder. The Chasco Fiesta inc. 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: Cami Austin do certify that I am Chairperson Chasco Fiesta Inc and that I am authorized to issue this hold harmless agreement; and that this hold harmless agreements as defined as an insured contract under a commercial general liability insurance policy currently in effect for the entity/organization. Signature of applicant: Dec. 28, 2022 STATE OF FLORIDA, COUNTY OF PASCO	Richey, Florida against all losses arising out Chasco Flesta	
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STATE OF FLORIDA, COUNTY OF PASCO	and that I am authorized to issue this hold hat is defined as an insured contract under a con- effect for the entity/organization.	nmercial general liability insurance policy currently in
STATE OF FLORIDA, COUNTY OF PASCO	Signature of applicant:	avshi
	Date: Dec 28,2022	
Notary Public Lacer D. Berean	STATE OF FLORION, COUNTY OF PASC	20
	Notary Public Stace D	Berean
My Commission Expires: May 11, 2024	My Commission Expires: May 11,	2024



Site Plan Checklist

The following items should be on your site plan if applicable.

- Food Vendors
- · Additional vendors/sponsors
- Sponsor Banners
- · Electrical locations
- · Event equipment
- · Portable restrooms
- Dumpsters
- Street closures
- · Parade route
- Beer trucks
- Alcohol area
- Fencing/barricades
- Bounce houses
- Tents
- First Aid
- · Command Center
- Carnival
- · Any additional elements that will be on site for your eve

Attachments

Please make sure the following items are submitted with your application.

- · Site plan
- Pasco County Health Department Application for Temporary Event Sanitation
- If the event includes a parade or street closure, attach a proof of notice to property owners along the route and the addresses of where the letters will be delivered.
- · If the event includes a parade attach the route.
- If the event includes a running/walking/biking/water component attach the route.
- · Flyer/brochure if available
- If the event includes music or live performances, attach a copy of the music license from BMI and ASCAP.
 - BMI (Broadcast Music Inc.) 1-888-689-5264
 - ASCAP (American Society of Composers, Authors and Publishers) 1-800-505-4052
- It is recommended that each event has a recycling plan in place. Local waste collection
 providers all participate in recycling. Please consider contacting your waste collection
 agency and request a recycling dumpster and/or receptacles.

Once approved you will need to submit the following:

Certificate of Insurance naming the City of New Port Richey as an additional insured

The special event permit does not include additional permits such as tent permit, electrical permits, or gas permits. To apply for additional permits go to the Development Department in City Hall located at 5919 Main Street, New Port Richey. For questions call (727) 853-1045.

Special Event Checklist

Thank you for your interest in having a special event in the City of New Port Richey. Once you submit the application, there will be a SET meeting in approximately two weeks to review your application. At this time they will determine what the estimated costs for City services will be. If your event includes alcohol, your event will be placed on a Council Agenda for approval.

Submit Special Event Application along with \$150 application fee to the New Port Richey Recreation and Aquatic Center, 6630 Van Buren Street, New Port Richey, FL 34653. Checks should be made payable to New Port Richey Parks and Recreation. Events that will include alcohol must also submit the Alcoholic Beverage Special Event Permit Application along with a \$300 application fee.

Should you have any questions regarding the application or process contact the Events and Community Outreach Coordinator at (727) 841-4560.

Please make sure the following items are submitted with your application if applicable:

- · Site plan
- Pasco County Health Department Application for Temporary Event Sanitation 11611
 Denton Avenue, Hudson 34667; (727) 861-5661
- If the event includes a parade or street closure, attach a proof of notice to property owners along the route and the addresses of where the letters will be delivered.
- · If the event includes a parade attach the route.
- If the event includes a running/walking/biking/water component attach the route.
- · If applicant is an organization include list of current officers.
- Flyer/brochure if available.
- Banners See #13 in the Event Rules Section
- If the organization is a non-profit please submit IRS determination letter. If the organization is a 501(c)3, submit tax exempt certificate.
- If the event includes music or live performances, attach a copy of the music license from BMI and ASCAP.
 - -BMI (Broadcast Music Inc.) 1-888-689-5264
 - -ASCAP (American Society of Composers, Authors and Publishers) 1-800-505-4052

Once approved you will need to submit the following:

- Certificate of Insurance naming the City of New Port Richey as an additional insured.
 The policy limits of the insured should be not less than:
 One million dollars (\$1,000,000) combined single limit for property damage, bodily injury or death. In addition, events involving the sale or distribution of food or alcoholic beverages shall include product liability coverage in the same amount. Events involving the sale or distribution of alcoholic beverages shall include liquor liability coverage with a minimum of one million dollars.
- City of New Port Richey Business Tax Receipt (required if you are a for-profit business outside of the City limits) – Billing and Collections located at 5919 Main Street, New Port Richey, 34652; (727) 853-1061

- Approved alcoholic beverage license from Florida Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco - 1313 N. Tampa Road, Suite 909, Tampa, 33602; (813) 272-2610
- Payment of required special event damage deposit. The rate is \$500 per day of the
 approved event. This deposit is refundable only after all damages are cleared by the City
 of New Port Richey Parks and Recreation Department. Any damages that occur will be
 calculated by the Parks and Recreation Department and will be deducted from the total
 deposit up to the full amount. If the amount of damage exceeds the total damage deposit
 paid by the event holder the City of New Port Richey will issue an invoice/bill to the
 event holder for payment to cover the additional damage expenses.

City Event Sponsorship Application

Annually the City reviews projects which have requested assistance through "in kind" support from the various departments whose services are deemed to be appropriate or through other sponsorship or co-sponsorship allocations. The "in-kind" services could include traffic control, crowd control, public safety and public works deemed by the organizer and/or the City to be appropriate for the event depending on its scale and the length and timing of the event

The purpose of the New Port Richey Special Event Sponsorship Program is to provide funding to local organizations to assist them in producing local special events that:

- · Promote the City as a destination for visitors;
- · Promote local businesses:
- Produce hotel room nights;
- · Show economic impact to the City and its businesses, and
- Provide a family-friendly program.

Special event sponsorship applications are due to the City Manager's Office by September 1 of each year. The City Manager will review the applications and make recommendations to the City Council. The City Council will decide during the budget process which events will be sponsored and for what amount. The number and amount of each grant award will be dependent upon the availability of designated funds. Applicants are required to provide the following information in writing. Local special events that may receive funding must demonstrate a history of economic impact and/or the potential to draw visitors to the area. The following application should specify the grant dollar amount requested, and a detailed proposed use of the requested funds.

Once completed, submit the following application to the Office of the City Manager, City Hall, 5919 Main Street, New Port Richey, Florida 34652. You can also fax it to (727) 853-1023 or via email to meversi@cityofnewportrichey.org. For questions regarding the sponsorship process contact the office of the City Manager at (727) 853-1248.



City of New Port Richey Parks and Recreation Department

Event Policies and Procedures Manual

The City of New Port Richey Parks & Recreation Department is pleased that you have decided to host your event in our City. All of the following rules and guidelines apply to any Special Event hosted within the City of New Port Richey. Persons and/or organizations who wish to conduct an Event in the City of New Port Richey must submit a completed application a minimum of forty-five (45) days prior to the proposed event date to:

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

Receipt of an application is not a guarantee of event approval. Annual events should request dates one year in advance. The application fee, damage deposit, and final costs should all be paid at the City of New Port Richey Parks and Recreation Department.

Event Definition

An event is defined as any activity that is outside of the normal operations of the facility and/or has an impact on the general public. Any preplanned event, sponsored by a person other than the city, occurring on city property, including city streets which involve fifty (50) or more persons and/or vehicles as participants, exhibitors or exhibitions and which event is open to the public. Examples may include one or more of the following:

- 1. Open and advertised to the general public
- Require street closures
- 3. The sale and/or consumption of food, beverage, or merchandise to the general public
- 4. Exceeds pavilion boundaries
- Event requires one or more of the following: parking arrangements, traffic control, law enforcement, EMS, Fire Marshall, portable toilets, dumpsters, or City permits
- Requires that portions of a public facility be closed to the general public
- The event occurs on the Pithlachascotee River

Event Rules and Guidelines

- SET (Special Event Team) Meetings: The event promoter/organizer must attend a SET (Special Event Team) meeting with City staff and other parties as necessary. Event promoter is responsible for all event logistics before, during, and after the event including equipment, security, trash, traffic, etc.
- Use Agreement: A use agreement will be created that describes the fees as listed on the Special Event Fee Schedule, roles and responsibilities of the City and the Event

- Promoter. Once the SET team approves the Use Agreement, it will go to the City Manager for final approval. Upon final approval of the Use Agreement, the Special Event Permit will be issued.
- 3. Bond/Deposit: A refundable cash bond or certified security deposit up to \$5,000 shall be provided to the city, in the amount to be determined by the City staff. The amount shall be based on the nature of the event, duration of the event, proposed location and potential damage to City property or equipment caused by event organizer or the event organizer's vendors and participants.
- 4. Representation: If the applicant is representing a group or an organization, in submitting an application for a special event, the applicant, if applicable, must attach proof of agency or letter of authorization showing his/her authority to represent the organization named herein prior to approval of this application.
- Site Map: Site map should include: (as many pages as necessary, does not all need to be on one map)
 - Vendor locations
 - b. Tent locations and sizes, etc.
 - c. Barricade locations
 - d. Entertainment/activities
 - e. Portable restroom locations
 - f. Dumpster and recycling collection locations
 - g. Road and/or sidewalk closures
 - h. First aid/medical stations
 - i. Traffic flow
- Set-up: The City has control over the set-up of any equipment/materials on site. The
 city reserves the right to refuse a special event permit if the parking of vehicles will
 substantially interfere with or destroy vegetation and City property.
- 7. Traffic: Traffic flow plan is required. Please provide map and details of plan.
- 8. Vendors: Event promoter is responsible for obtaining a copy of all licenses and insurance from each vendor, including inflatable's (moonwalks), climbing walls, pony rides, food vendors, etc., and providing the same to the City of New Port Richey. Food vendors are subject to fire inspection and must adhere to all Health Department and Fire Department rules and regulations, including keeping walkways clear and electrical cords, hoses, etc., properly covered and secured. All vendors must adhere to the Vendor Requirements for Special Events, which is attached hereto as Attachment "1".
- Selling: Selling or offering for sale of any goods or services requires Departmental approval.
- 10. Alcohol: Event promoter is responsible for abiding by all local, State, and Federal liquor regulations, perimeter guidelines according to the Division of Alcoholic Beverages & Tobacco (ABT). Sale, dispensing, possession, use and/or consumption of alcoholic beverages on public property is prohibited except pursuant to City and State ordinance. An event must submit an Alcoholic Beverage Special Event Permit Application and be approved by Council to serve or sell alcohol at the event. See Alcohol Ordinance for further details.
- 11. Tents: All tents must be properly secured and anchored and made of flame-resistant materials in accordance with NFPA 701 Standard Method of Fire tests for Flame Propagation of Textiles and Films. The applicant must provide a copy of the flame-resistant rating. All tents larger than 10' x 10' require a Building (tent) permit. The

- event promoter can contact the New Port Richey Planning and Development Department for the arrangement of a tent permit. Tent permit fees list is available (includes all tents at special event). Additional inspection fees may be required.
- 12. Noise: All events must comply with the City of New Port Richey noise ordinances unless a waiver is granted. Amplified music is permitted from 9 am to 11 pm, Monday through Saturday and 1 pm 11 pm on Sunday.
- 13. Banners: To keep with the beauty of the park and overall enjoyment of the event, banners are required to be tasteful and abide by the following guidelines. Banners may be placed on the overlook facing Sims Park only. Banners are allowed on the stage and placement will be determined by the SET Team during the SET meeting. No Banners are allowed on Shelter 5 or any part of the playground, including the playground fence. Any Banners or yard signs deemed to be distasteful or not in accordance with the agreed upon locations will be removed immediately. Any Banner that causes damage to city property will cause the damage deposit reimbursement to be forfeited, and will be taken under consideration the next time the event organizer applies to hold an event.
- 14. Restrooms: The applicant may be required to provide portable restrooms depending on scope and size of the Event. Multi-day events will require daily cleaning service of portable restrooms. Portable restrooms may be placed one day prior to the Event, and must be removed from the site within 24 hours of the close of the Event.
- 15. Trash & Recycling: The applicant is responsible for dumpsters, additional trash cans, all trash clean up and responsible for recycling containers depending on the size and scope of the event. Dumpsters may be delivered 24 hours before the start of the event, and must be removed with 24 hours of the close of the event. The Event Promoter will be responsible for placing recycling receptacles throughout the event site as recommended. All events will be encouraged to participate in the City of New Port Richey recycling efforts.
- 16. Safety: Safety Plan requirements will be determined by City staff, as well as New Port Richey Police Department and the New Port Richey Fire Department. Event promoter may be required to hire off duty law enforcement officers, lifeguards, medical personnel, etc. Event promoter may also be required to make arrangements with New Port Richey Police Department and/or the New Port Richey Fire Department for providing a command center and/or a safety unit at Promoter's expense. All events must designate a first-aid station.
- 17. Parades: It is understood that parade participants shall not engage in any behavior that creates a risk of bodily injury to other parade participants and the spectators at large. It is also to be understood that no fireworks or other explosion-type devices are to be used by parade participants to spectators along route which may cause injury or danger to spectators or participants.
- 18. Site Closure: For safety concerns, the event space will temporarily close in case of inclement weather, emergencies, or other unsafe or hazardous conditions, or should vehicle or event capacity reach maximum.
- 19. Inclement Weather: If the event is canceled due to inclement weather or other unsafe or hazardous conditions, the Event Promoter is responsible for notifying participants of the event cancelation. Event may be rescheduled pending availability. Any additional fees incurred to the City, such as labor, traffic control, or any other unforeseen costs will be invoiced by the City to the Event Promoter. The City reserves the right to cancel an event due to inclement weather, emergencies, or other unsafe or hazardous conditions.
- 20. Cancellations: Event Promoter must notify the New Port Richey Parks and Recreation

in writing of any cancellations or rescheduling of the event.

- 21. Permits: Applicant is required to obtain all permits, licenses and certificates required by City, County, State, Federal, ABT (Division of Alcohol Beverages and Tobacco), or other regulatory agencies. Copies of such permits and licenses must be submitted to the New Port Richey Parks and Recreation Department. The applicant understands that the event must meet or exceed all applicable codes, laws and regulations including, but not limited to, National Fire Prevention Association, Building, Plumbing, Electric, Land Development and City Codes. The City reserves the right to impose additional regulations if deemed necessary.
- 22. Event Conclusion: The event space is to be restored to the same condition as it was prior to the Event. Applicant will be responsible for the cost to repair any damage resulting from the event and/or attendees. All equipment and structures placed at the event site must be removed within 24 hours of the end of the event. The City of New Port Richey is not responsible for any items left at the event site. A storage fee may be applied for items left in the park after the 24 hour deadline.
- 23 Owed Monies: The City of New Port Richey will invoice the Event Promoter with the actual costs of the event upon conclusion of the event. The Event Promoter must pay the invoice within 30 days of receiving the invoice. Should collection efforts be required to collect any sums due, the City will be entitled to interest at the highest legal rate and the City will be entitled to collection costs including attorney fees.
- 24 City Logo: The use of the City of New Port Richey logo, Parks & Recreation Department logo, or any other reference to the City of New Port Richey is strictly prohibited except where written permission has been granted.
- 25 Privileges: Failure to abide by Parks & Recreation Department Rules and Guidelines, City ordinance, special events resolution, or special event policies and procedures will result in event privileges being suspended. Should an event not be in compliance with the User Agreement, the event may be shut down based on the recommendation of any City of New Port Richey Department Head or their designee and/or the Police Department. The Police Department will enforce all closures. An event may also be terminated if it is in violation of any law, or if it endangers the persons or participants or spectators, or if it threatens the peace and dignity of the community, or if it creates unmanageable problems for public safety officials whereby the proper execution of their duties is endangered.
- 26 Insurance: A certificate of general liability insurance naming the City of New Port Richey as an additional insured is required. Insurance amounts are identified in the Use Agreement.
- 27 Post-event Report: The applicant agrees to provide a post-event report within 90 days following the event to include receipts, disbursements, number of participants and other data included in this application.
- 28 Holidays: No special events will be approved on any City recognized holidays.
- 29 Cooking: Cooking is not allowed under or within 10 feet of any existing structure as mentioned in the New Port Richey Fire Department Requirements for Special Events Document included with this application.



Attacment C

Non-Profit Beneficiaries of Chasco Fiesta

Anclote High School JROTC Greater Pasco Chamber of Commerce Gulf High Band Boosters Gulf Shores Sertoma Gulfside Corvette Club Holiday Rotary J.W. Mitchell High School Booster Club Junior Service League Lighthouse for the Visually Impaired and Blind Fivay High School Rotary Club of New Port Richey Sertoma Speech & Hearing Foundation Special Olympics of Pasco The Sanctuary Apostolic Church Upper Room Apostolic Church WPCC Young Professionals Group

Attachment A of Special Event Application

Amplified Music For Chasco Fiesta 2023

Friday March 24,	2023	5:00pm - 10:00pm

Title	Name	Phone #	Email
Chairman	Cami Austin	727-514-9020	bankerbabe125@AOL.COM
Vice Chairman	Chuck Grey	727-992-9801	chuck@figrey.com
Treasurer	Peter Altman	727-277-4734	paltman1987@gmail.com
Secretary	Angel Cook	727-457-4849	angel@leadersinsuranceagency.com
Logistics	Amanda Murphy	727-359-2007	amanda.onthego@gmail.com
Operations	Al Renedo	727-735-4672	arenedo@yahoo.com
Entertainment	Gary Gann	727-457-3982	g8gann@yahoo.com
Volunteers	Tina O'Daniels	727-809-1816	odaniels.tina@gmail.com
Beverage/Hospitality	Debra Golinski	727-808-2612	debra@familyhearinghelp.org
Sponsorships	Kurt Conover	727-514-5362	kcono2229@gmail.com
Hospitality	Arlene Brock	727-992-6811	ssgccban@aol.com
Security	Mark Ewald	727-808-6967	mewald032@gmail.com
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