



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.

Submit original signed and notarized application along with \$100 application 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: David Dorsey

Title (if applicable): Executive Board Member - Treasurer

Name of Organization: New Port Richey Main Street, 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: 6345 Grand Blvd.  
Street Address

New Port Richey FL 34562  
City State Zip Code

Phone: 727-842-8066 727-514-8950  
Daytime Phone Cell Phone

Email: david@davidadorsey.com

**EVENT**

Name of Event: 2017 KIAfest - Main Street Blast

Description of Event (Include purpose):

An Independence day celebration featuring free music, activities and fireworks for local residents as well as surrounding communities affording opportunities to benefit non-profit agencies.

Location of Event: Sims Park, Orange Lake, Portion of Grand Blvd.

Event/Organization Web Address: www.nprmainstreet.com

Event Date(s) & Time(s):

Date	Day of the Week	Start Time 05:00pm	End Time 11:00pm
<u>06/30/2017</u>	<u>Friday</u>	<u>05:00pm</u>	<u>11:00pm</u>
<u>07/01/2017</u>	<u>Saturday</u>	<u>10:00am</u>	<u>11:00pm</u>
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Setup Date(s): Wednesday, June 28, 2017 Barricade set-up, around Orange Lake and Thursday, June 29, 2017

Setup Time(s): 10:00am to 7:00pm

Cleanup Date(s): Sunday, July 02, 2017

Cleanup Time(s): 07:00am to 09:00pm

Will this be an annual event?  Yes  No If yes, next year's date(s) 06-30-2018 thru 07-01-2018

**EVENT LOGISTICS**

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

10,000 Flow 10,000 Flow  
This Year Last year

Maximum number at peak time: 4,000 Flow

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

3. Approximate number of food vendors: 12

\*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:

Arts & Craft Vendors=30, Commercial Vendors=24, F & B Vendors=12

Sponsors= 5, Food Ticket Booths=2or3, Beer Vendor Booths=2, Kids Zone vendors=2

Bounce House=4, Military Vehicle=10

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

Location of electricity Sims Park, River Panel, Orange Lake

\*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.) \_\_\_\_\_

Sound Booth, VIP Tent, Seating for Dining, Ticket Booths, Beer Trucks and Tents,

Watermellon and Pie eating contest, Classic Car Car Club, Bands,

7. List entertainment type (bands, DJ, dancers, clowns, etc.): \_\_\_\_\_

Festival performer? = Will walk around festival entertaining

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

Friday, June 30, 2017=05:00pm-11:00pm

**Saturday, July 01, 2017=Noon-11:00pm**

9. Will private security be provided?  Yes  No

If yes, list organization: Florida Volunteer Force = Capt. John Grandstaff and crew

10. Will portable restrooms be used?  Yes  No

If yes answer the following and list on site plan:

How many: 12 Installation Date: June 30, 2017 Removal Date: July 30, 2017

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

Please list your plan. Waste Connections

Will dumpsters be used?  Yes  No

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

How many: 1 Sizes: 30yd.

Installation Date: June 29, 2017 Removal Date: July 03, 2017

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

NONE

13. Does the event require street closures?  Yes  No

If yes complete the following:

Date(s) of street closure:      Begin Saturday, July 01, 2017      End Saturday, July 01, 2017

Time of street closure:      Begin Per PD's input      End per PD's input

List street(s) to be closed: Bank St., Circle Blvd., Portions Grand Blvd, Sims Ln.,  
(per PD's input). Classic Car Show Saturday July 01, 2017, 04:00pm-08:00pm

\*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: \_\_\_\_\_

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: \_\_\_\_\_

Number of floats: \_\_\_\_\_

Number of bands: \_\_\_\_\_

\*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: Friday, June 30, 2017 05:00pm - 11:00pm

Time event starts: Friday, June 30, 2017 05:00pm

Estimated ending time: Saturday, July 01, 2017 11:00pm

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: See Above

Location of dock: Sims Park

List vendors who will use the dock: Miss Daisy Boat Tours

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

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

- Pavillion(s)
- Gazebo
- Amphitheatre (requires an additional rental fee)
- Peace Hall (requires an additional rental fee)