



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 \$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: Amy Anderson

Title (if applicable): Event Coordinator

Name of Organization: Veterans Alternative

Is your organization tax exempt? Yes No

If yes, please attach documentation.

** see attachment.*

Is your organization a non-profit? Yes No

If yes, please attach documentation.

** see attachment.*

Mailing Address: 1750 Arcadia Rd

Street Address

Holiday City FL State 34690 Zip Code

Phone: 727-939-8387 Daytime Phone 727-858-8254 Cell Phone

Email: amy@VeteransAlternative.org

EVENT

Name of Event: Veterans Alternative Freedom Fest & Parade

Description of Event (Include purpose):

2nd Annual Freedom Fest to celebrate our Nation's Heroes on Veterans Day with a Freedom Fighters Feast, Freedom Fest Parade, 4th Annual Throw Down, live music, food, drinks, crafters, commercial vendors & Veteran Service Organizations

Location of Event: Downtown New Port Richey & Sims Park

Event/Organization Web Address: www.VeteransAlternative.org

Event Date(s) & Time(s):

Date	Day of the Week	Start Time	End Time
<u>November 9th</u>	<u>Friday</u>	<u>2pm</u>	<u>10pm</u>
<u>November 10th</u>	<u>Saturday</u>	<u>10am</u>	<u>1030pm</u>
<u>November 11th</u>	<u>Sunday</u>	<u>10am</u>	<u>10pm</u>

Setup Date(s): Friday, November 9th, Saturday, November 10th, Sunday, November 11th
Setup Time(s): 9am to 6pm

Cleanup Date(s): November 9, 10, 11 at end of the evening, November 12th, 9am - noon.

Cleanup Time(s): during event and 9am to 12pm Monday (or whenever done)

Will this be an annual event? Yes No If yes, next year's date(s) 2019

EVENT LOGISTICS

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

2500 This Year 2000 Last year

Maximum number at peak time: 2500

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

3. Approximate number of food vendors: 10-12

*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:

3 or 4 patriotic craft vendors, 15-30 sponsors, 8-20 Veteran Service Organizations, 10-20 Commercial vendors

5. Will electricity be required?: Yes No Source Sims Park

Location of electricity Sims Park Circle, North: South of 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.) tables, chairs, portolets, handwashing stations,

sound system, boxing ring, barricades, booths, pop up tents, vendor trucks

7. List entertainment type (bands, DJ, dancers, clowns, etc.): bands, DJ, MMA/Boxing Event,

parade, trolley pull, boat parade, hula hoopers

8. List dates and times of music and/or amplified sound: November 9th - violinist playing during Feast, 6-10pm, November 10th, bands playing 2-930pm, November 11th, DJ/band playing 1-10pm

9. Will private security be provided? Yes No
If yes, list organization: _____

10. Will portable restrooms be used? Yes No

If yes answer the following and list on site plan:

How many: 5-10 Installation Date: 11/9 Removal Date: 11/12

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

Please list your plan. Plan to obtain a 30yd dumpster to be delivered on Friday 11/9

Will dumpsters be used? Yes No

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

How many: 1 Sizes: 30yd

Installation Date: 11-9-18 Removal Date: 11-12-18

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

\$50 parade registration, \$25 - nonprofits/educational agency vendors, \$100 Commercial Vendors, \$50 Craft Vendors, \$100 + 15% proceeds - food vendors

13. Does the event require street closures? Yes No

If yes complete the following:

Date(s) of street closure: Begin 11/11 End 11/11

Time of street closure: Begin 2pm End 430pm

List street(s) to be closed: Streets West of Grand Blvd between Main Street and Gulf Drive and Dailey Lane East of Grand

*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. * see attachment

14. Will there be a parade? Yes No

If yes complete the following:

Street(s) that will be utilized for parade route: North on Grand from Gulf, Cross Main Street, around Orange Lake, Rt on Circle Blvd, Lt on Bank Street, Rt on Main, ending in front of Hacienda (see map)

Time assembly to begin: 1pm

Time parade starts: 3pm

Total number of units in parade: 100

Number of people in the parade: TBD

Number of vehicles in the parade: TBD

Number of animals in parade: TBD

Number of floats: TBD

Number of bands: TBD

*Attach parade route map to application. * see attachment

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

If yes answer the following:

Time assembly to begin: 12pm

Time event starts: TBD but probably 1pm

Estimated ending time: estimated by 2pm

Event will be conducted on Streets Sidewalks Body of water

Attach route map to application TBD

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

If yes, hours of use: hours of event, see page 2

Location of dock: Cotke River Dock in Sims Park

List vendors who will use the dock: Miss Daisy

*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)

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: Amy Anderson

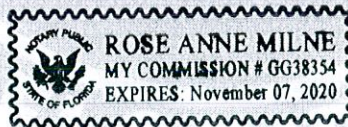
Signature of Applicant or Authorized Representative: Amy Anderson

Date: AUGUST 10, 2018

Subscribed and sworn to before me this 10th day of AUGUST, 2018
Who is personally known to me and/or produced _____ as-
identification.

STATE OF FLORIDA, COUNTY OF PASCO

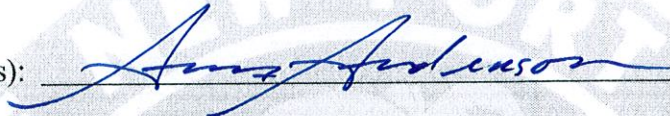
Notary Public: Rose Anne Milne



My Commission expires: _____

Authorization for Applicant's Representative(s)

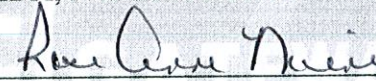
I Amy Anderson with Veterans Alternative, applicant, hereby authorize Patricia Fried to act as my representative(s) in all matters pertaining to the processing and approval of this application, including modifying the project. I agree to be bound by all representatives and agreements made by the designated representative.

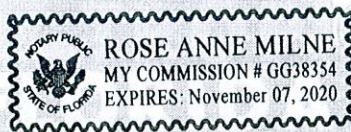
Signature of Applicant(s): 

Date: AUGUST 10, 2018

Subscribed and sworn to before me this 10th day of AUGUST, 2018
Who is personally known to me and/or produced as
identification.

STATE OF FLORIDA, PASCO COUNTY

Notary Public: 



My Commission expires: _____

Hold Harmless Agreement

I Veterans Alternative, agree to protect the City of New Port Richey, Florida against all losses arising out of claims, in connection with the 2018 Veterans Alternative Freedom Fest.

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 Veterans Alternative 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 PATRICIA FRIED do certify that I am COO

of Veterans Alternative, 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: [Signature]

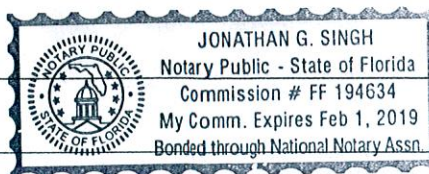
FLDL: FL630-690-59-547-0

Date: 8/10/18

STATE OF FLORIDA, COUNTY OF PASCO

Notary Public [Signature]

My Commission Expires: 02/01/2019



KEY
ES

PROFESSIONAL
CENTER

RICHEY COURT

DIVISION



Sims Park

Bridge Rd

Indiana Ave

Pennsylvania Ave

Central Ave

Florida Ave

Main St

Harrison St

Main St

VILLA PARK

Florida Ave

Aspen St

Jefferson St

Madison St

Memor St

Jackson St

Van Buren St

Harrison St

EICHHOLTZ DIVISION

S Rd

Delaware Ave

Wyoming Ave

New Port
Richey

Madison St

ROY
PARK I

SEMINOLE POINT
CITY OF NEW
PORT RICHEY

Georgia Ave

KIRBY DIV
ALASKA

Louisiana Ave

LINDER HEIGHTS

RIVER VILLAS

HUGHES
LANDING

ACE
FOREST
CLUB
HOMES

River Rd

RIVER VIEW
ESTATES

EXECUTIVE
ESTATES

Gulf Dr

TROPIC SHOR

Gulf Dr

Gulf Dr

Maple St

Elm St

Pine St

OLD GROVE

Corsan Ave

High St

WILTHGATE

CASSANDRA
CRESCENT

CRAFTS

Our Lady Queen of Peace



Road Closure Request

City of New Port Richey
5919 Main Street

New Port Richey, FL 34652

Phone: (727) 841-4560 Fax: (727) 841-4562

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

Name of Event: Veterans Alternative Freedom Fest : Parade

Date(s) and Time(s) of Event: Parade - Nov 11, 3pm

Intersection(s): Gulf & Grand to Sims, around Orange Lake, ending at Main/Bank.

Applicant: Amy Anderson - Veterans Alternative

Address (Street, City, State, Zip Code): 1750 Arcadia Rd.
Holiday FL 34690

Daytime Phone Number: 727-858-8254

Email: amy@veteransalternative.org

Authorized Person in Charge: Amy Anderson

Estimated number of spectators: 2500 for entire event

- | | | |
|---|---|-----------------------------|
| Will there be food? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Will there be tents over 10' x 10'? | Yes <input checked="" type="checkbox"/> | No <input 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 checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Will public electric outlets be used? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Will there be amplified music? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

Description of Closure: Roads closed from 2-4 for parade, Nov 11th
beginning at 3pm.