



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: Geoffery Kranich

Title (if applicable): Executive Director

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: 6330 US HWY 19

Street Address

New Port Richey FL 34652

City

State

Zip Code

Phone: 727-300-5540 727-967-7645

Daytime Phone

Cell Phone

Email: director@chascofiesta.com

EVENT

Name of Event: 2019 Chasco Fiesta

Description of Event (Include purpose):

Chasco Fiesta is a 9 day event that encompasses over 18 events and activities, providing the opportunity for 26 Pasco County Not-For-Profit organizations to raise funds for their organization.

Location of Event: Sims Park, Peace Hall, Hacienda Parking Lot, Orange Lake, surrounding area of Downtown NPR and the Aquatic Center.

Event/Organization Web Address: www.chascofiesta.com

Event Date(s) & Time(s):

Date	Day of the Week	Start Time	End Time
<u>3/29/19</u>	<u>Friday</u>	<u>5 PM</u>	<u>11 PM</u>
<u>3/30/19</u>	<u>Saturday</u>	<u>10 AM</u>	<u>11 PM</u>
<u>3/31/19</u>	<u>Sunday</u>	<u>10 AM</u>	<u>10 PM</u>
<u>4/1/19</u>	<u>Monday</u>	<u>5 PM</u>	<u>10 PM</u>
<u>4/2/19</u>	<u>Tuesday</u>	<u>5 PM</u>	<u>10 PM</u>
<u>4/3/19</u>	<u>Wednesday</u>	<u>5 PM</u>	<u>10 PM</u>
<u>4/4/19</u>	<u>Thursday</u>	<u>5 PM</u>	<u>10 PM</u>
<u>4/5/19</u>	<u>Friday</u>	<u>5 AM</u>	<u>11 PM</u>
<u>4/6/19</u>	<u>Saturday</u>	<u>10 AM</u>	<u>11 PM</u>

Setup Date(s): March 25, 2019 - March 29, 2019

Setup Time(s): 8 AM to 6 AM

Cleanup Date(s): April 7, 2019 - April 10, 2019

Cleanup Time(s): 8 AM to 6 PM

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

EVENT LOGISTICS

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

90,000 140,000
This Year Last year

Maximum number at peak time: 10,000

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

3. Approximate number of food vendors: 20

*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:

150 throughout out the week to include Native American Vendors, Sponsor Booths, None-Sales Vendors, and Carnival Vendors

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

Location of electricity 2 Temporary Power Poles installed by Duke Energy in North West area for Native American Area, 2 Electrical Sub Panels installed by Bob Hugues in North West area

*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.) Vendor Tents, Food Trucks, Eating Tent, Welcome Tent, RV for Command

Center, RV for Storage, Storage Trailers, Setoma BBQ Tent, Semi-Tractor Trailor, Carnival Rides

7. List entertainment type (bands, DJ, dancers, clowns, etc.): 9 days of live music, DJ for both Street and

and Boat Parade, Native American Shows and Dancers

8. List dates and times of music and/or amplified sound: See Sppendix A

9. Will private security be provided? Yes No

If yes, list organization: TBD, Looking for new company, company we used in past years closed their business.

10. Will portable restrooms be used? Yes No

If yes answer the following and list on site plan:

How many: 55 Installation Date: 3/27 - 3/29 Removal Date: 3/30, 4/7 - 4/9

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

Please list your plan. Waste Connection will handle all trash removal with 3 Dumpster (2 for trash and 1 for recycle and green fiber) and grease dispensors from Griffin Industries for Spent Oil.

Will dumpsters be used? Yes No

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

How many: 3 Sizes: 30 yrds

Installation Date: 3/28/19 Removal Date: Daily, with final pick up on 4/9/19

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

See appendix B, because as We try to put our information in this year application it will not allow us to use multi line!!

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13. Does the event require street closures? Yes No

If yes complete the following:

Date(s) of street closure: Begin _____ End _____

Time of street closure: Begin _____ End _____

List street(s) to be closed: For Times, Dates, and Maps see the following appendixes;

Appendix C for Street Parade and Main Street Mile, Appendix D for Special Olympics 5k,

Appendix E* for Car Show *please note car show may expand will know closer to date, Appendix F for the Boat Parade

*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: See Appendix C and F

Time assembly to begin:

6 AM

Time parade starts:

1 PM

Total number of units in parade:

150

Number of people in the parade:

4000

Number of vehicles in the parade:

250

Number of animals in parade:

50

Number of floats:

100

Number of bands:

15

*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: See Appendix D for Special Olympics and Appendix F for Boat Parade

Time event starts: _____

Estimated ending time: _____

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: 7:00 AM to 4:00 PM

Location of dock: City of NPR Boat Ramp located at 6346 River Road to be Closed to general public, use for Boat parade participants only.

List vendors who will use the dock: None

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

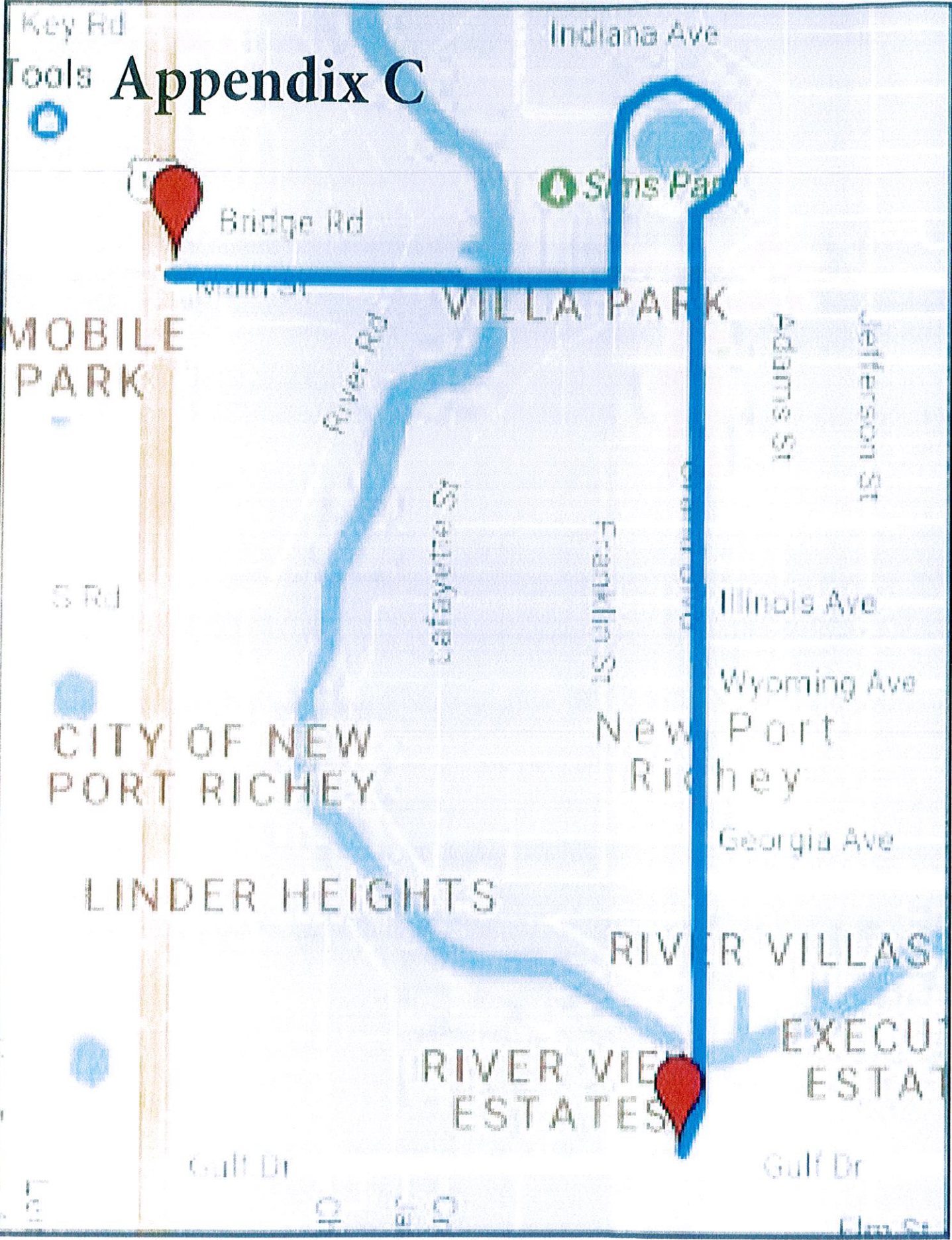
17. Please check the additional facilities you plan on using.

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

APPENDIX A

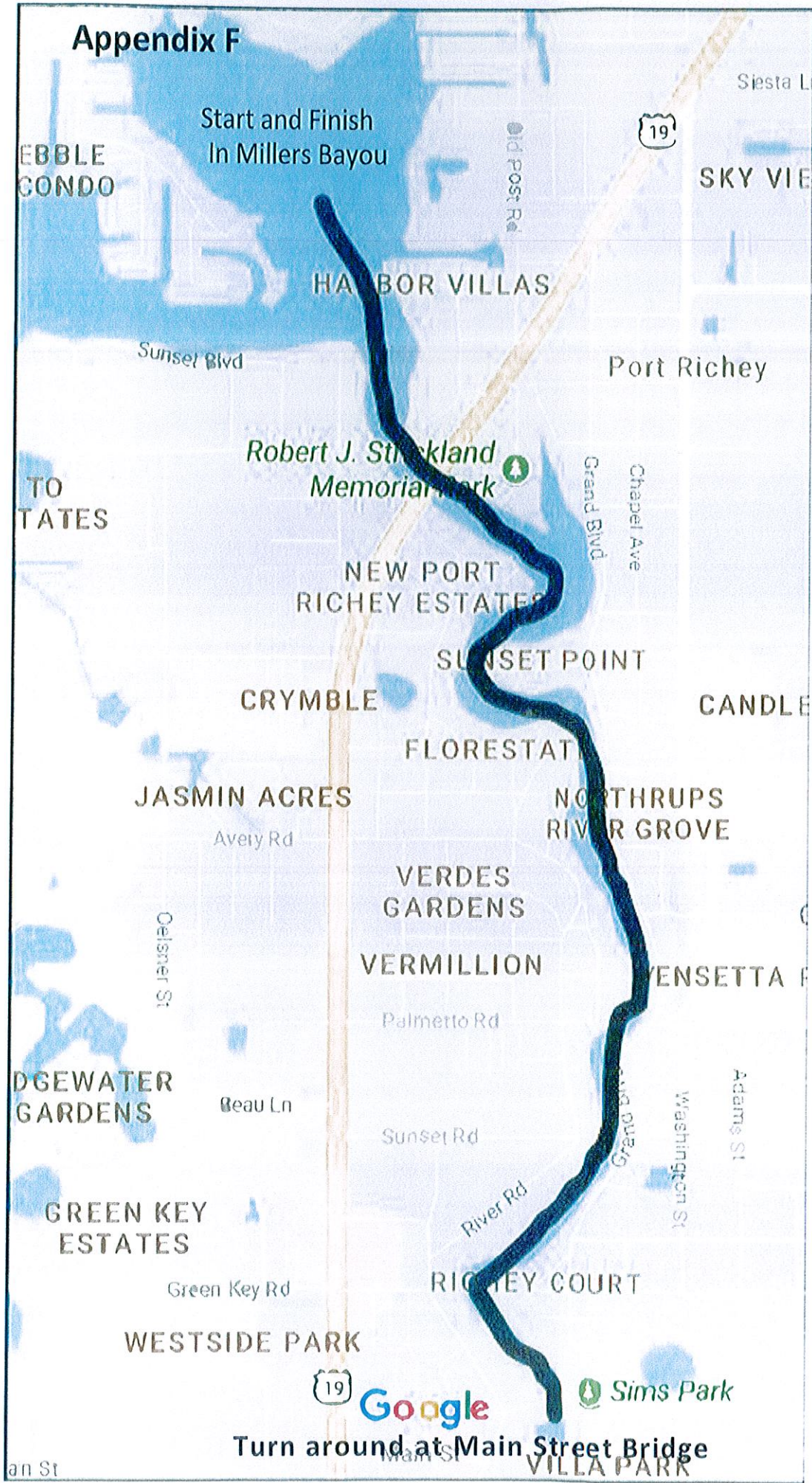
Music and Amplifiers Times and Dates

Day	Date	Start Time	End Time	Event/Activity
Friday	3/29/19	5:00 PM	11:00 PM	Concert in Amphitheater
Saturday	3/30/19	1:00 PM	4:00 PM	Street Parade (Music from Participants & DJ)
Saturday	3/30/19	5:00 PM	11:00 PM	Concert in Amphitheater
Sunday	3/31/19	8:00 AM	2:00 PM	Car Show around Orange Lake (DJ & Announcements)
Sunday	3/31/19	3:00 PM	10:00 PM	Concert in Amphitheater
Monday	4/1/19	5:00 PM	10:00 PM	Concert in Amphitheater
Tuesday	4/2/19	5:00 PM	10:00 PM	Concert in Amphitheater
Wednesday	4/3/19	5:00 PM	10:00 PM	Concert in Amphitheater
Thursday	4/4/19	5:00 PM	11:00 PM	Concert in Amphitheater
Friday	4/5/19	5:00 PM	11:00 PM	Concert in Amphitheater
Saturday	4/6/19	12:00 PM	4:00 PM	Boat Parade (Music from participants & DJ)
Saturday	4/6/19	5:00 PM	11:00 PM	Concert in Amphitheater



Boat Parade

Appendix F



Start and Finish
In Millers Bayou

Robert J. Strickland
Memorial Park

Sims Park

Turn around at Main Street Bridge



Appendix E *

Please note ... street closure may change due to expansion of car show, will send updated map as soon as decision is made.

Car Show Street Closures 6:00 AM to 3:00 PM

Sims Lane from Queens Lane to Circle Blvd

Circle Blvd

Washington St at Circle Blvd

Central Ave from Adams Street to Circle Blvd

Grand Blvd from Main Street to Circle Blvd

