

**CITY OF KEY WEST**  
**APPLICATION FOR A SPECIAL EVENT PERMIT**

Name of Applicant(s) Conch Republic Offshore Powerboat Racing Association (CROPBRA)

Address of Applicant(s) 500 Fleming Street, Key West, Fl. 33040

Phone Number of Applicant(s) 305-294-6100

Name of Non-Profits(s) Same as Above

Address of Non-Profit(s) Same as Above

Phone Number of Non-Profit(s) Same as Above

Amount of Percentage of Revenue Non-Profit(s) anticipates receiving \$1,000.00- Monroe County School

Date(s) of Event Friday, November 11, 2011

Hours of Operation 7:00pm to 11:00pm

Estimated/anticipated number of persons per day 30 race boats with tow vehicles / 3 NASCARS

Location of Event Duval Street from Fleming Street to Front Street

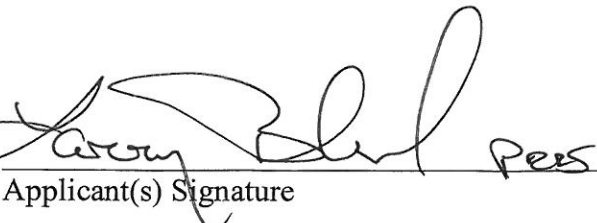
Street Closed Duval Street from Fleming Street to Front Street

Detailed Description of Event Display of race boats and equipment and NASCARS for the public, event is free to the public. See the attached letters to the City Manager on event.

Noise exemption required: Yes  No

Alcoholic beverages sold/served at event: Yes  No

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge. The applicant(s)/permittee agrees to assume full responsibility and liability for and indemnify, and suits for or by reason of any injury to any person or damages to any property of the parties hereto or of the third persons for any and all cause or causes whatsoever or in any way connected with the holding of said event or any act or omission or thing in any manner related to said event and its operation irrespective of negligence, actual or claimed, upon the part of the City, their agents or employees.

  
Applicant(s) Signature

September 1, 2011  
Date

**CITY OF KEY WEST  
APPLICATION FOR A SPECIAL EVENT PERMIT  
NOISE CONTROL EXEMPTION**

**\$50.00**

Date September 1, 2011

Applicant Name Conch Republic Offshore Powerboat Racing Association (CROPBRA)

Applicant Address 500 Fleming Street, Key West, Fl. 33040

Applicant Phone Number 305-294-6100

Event Name Key West World Championship Race – Welcome US and International Teams

Event Address/Location Mole area of Truman Annex

Date of Event November 7, 2011

Nature of Event A welcome party for the US and International Teams to Key West and the race

Profit  Non Profit

Time(s) Request for Exemption 6:00pm to 10:00pm

Number of Exemptions at this location this calendar year 1

Date of last exemption November 13, 2010

City of Key West  
\*\*\* CUSTOMER RECEIPT \*\*\*  
User: KEYWMSM Type: DC Drawer: 1  
Date: 9/14/11 45 Receipt no: 104281

| Description                | Quantity | Amount  |
|----------------------------|----------|---------|
| 55 SPECIAL EVENTS PAYMENTS | 1.00     | \$50.00 |

G/L account number:  
00100003429300  
00100001040000

SUPERBOAT NOISE EXEMPTION

|                |      |         |
|----------------|------|---------|
| Tender detail  |      |         |
| CK CHECK       | 6190 | \$50.00 |
| Total tendered |      | \$50.00 |
| Total payment  |      | \$50.00 |

Trans date: 9/14/11 Time: 9:20:52

ORDINANCE NO. 02-09

AN ORDINANCE OF THE CITY OF KEY WEST, FLORIDA, AMENDING CHAPTER 6 OF THE CODE OF ORDINANCES ENTITLED "AMUSEMENTS AND ENTERTAINMENT" BY AMENDING ARTICLE II PERTAINING TO SPECIAL EVENTS; AMENDING SECTION 6-26 TO REQUIRE A DOWN PAYMENT ON THE COST OF CITY SERVICES, TO ALLOW FOR INTEREST ON LATE PAYMENTS, AND TO INCREASE THE COST WAIVER TO \$1,000.00; ADDING SECTION 6-27 TO RESTRICT PLACEMENT OF FOOD, BEVERAGE AND MERCHANDISE BOOTHS; AMENDING SECTION 6-56 TO REQUIRE THE APPLICATION TO LIST AN EMERGENCY CONTACT PERSON; AMENDING SECTION 6-57 TO ESTABLISH A MINIMUM NON-PROFIT SHARE FOR SPECIAL EVENTS IN WHICH A STREET IS CLOSED; AMENDING SECTION 6-58 TO PROVIDE THAT MAJOR FESTIVAL SPONSORS MAKE APPLICATION SIX MONTHS IN ADVANCE AND APPROVE CERTAIN SALES OF ALCOHOLIC BEVERAGES; ADDING SECTION 6-61 PERTAINING TO HANDICAP-ACCESSIBLE BATHROOM FACILITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, The City Commission finds that a revision to the regulations governing special events and street closures would promote the health, safety and welfare of the citizens of Key West.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF KEY WEST, FLORIDA:

Section 1: That section 6-26 of the Code of Ordinances is hereby amended as follows\*:

**Sec. 6-26. Payment for city services.**

- (a) The organizer or sponsor of any festival, street fair, fair, carnival, athletic event, contest, competition, parade, fundraiser, rally, boat or car race or other special event which requires city authorization, whether by administrative permit or city commission approval, and which requires the provisions of additional or extraordinary support services by police, fire, administrative, or other city departments in order to maintain order or safety or to escort participants shall pay to the city the cost of such services. A down payment of ten percent (10%) of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten (10) days prior to the event.

(b) The city manager shall establish a cost schedule for additional or extraordinary support services for the events referred to in subsection (a) of this section, which schedule shall be subject to approval of the city commission. The city manager is authorized to provide reasonable terms for time and manner of payment. If the event sponsor fails to pay the full costs at the time determined by the city manager or, if no such deadline is established, then within thirty (30) days after the event the city may impose an interest charge on the amount due at the rate of one and one half percent (1½%) per month.

(c) The city commission may grant special exceptions to this section for cause shown upon the public record.

(d) The first ~~\$500.00~~ \$1,000.00 of costs as specified in subsection (a) of this section may be waived for any organizer or sponsor which has qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the event a public accommodation subject to the human rights provision of the section 38-225.

(e) Any nonprofit organization accepting the waiver provided for by subsection (d) of this section shall, within 90 days following the special event, submit to the city commission an accounting of expenses and revenues incurred and generated during the event.

\* (Coding: Added language is underlined; deleted language is ~~struck through~~.)

Section 2. That section 6-27 is hereby added to the Code of Ordinances as follows:

**Sec. 6-27. Food, beverage and merchandise booths.**

No booth or stall set up for a special event and serving any amount or type of food and/or beverage, or selling merchandise, shall be placed directly in front of, or within five (5) feet of the property line of, a restaurant or a bar or a retail store (selling primarily the same or similar merchandise), unless the owner of the restaurant, the bar or the store consents. This section shall not apply to major festivals as defined in section 6-58.

Section 3. That section 6-56 of the Code of Ordinances is hereby amended as follows:

**Sec. 6-56. Application.**

(a) Except as provided in section 6-58, At least 60 days prior to a proposed special event that will result in the closing of a public street, the sponsor shall submit an application to the city manager. An application may be made either by a tax-exempt nonprofit organization (nonprofit) or jointly by a nonprofit and a private or business entity.

(b) If the city manager approves the application, he shall then schedule it for consideration by the city commission. However, if the special event proposes to close only one block, is intended to end prior to 9:00 p.m. on any day of the year, and does not seek either a fee cost waiver or a noise exemption, the city manager may give final approval to the application.

(c) Each application shall include the name of a sponsor's contact person and that person's 24-hour telephone number(s), in case of emergency.

Section 4. That section 6-57 of the Code of Ordinances is hereby amended as follows:

**Sec. 6-57. Donation of percentage of revenue to nonprofit organization.**

(a) A major festival is a special event of regional impact. Major festivals are: FaneyFantasy Fest, Hemingway Days, Goombay Festival, Conch Republic Celebration, the Poker Run, the Valentine's Day event for Wesley House, the Red Ribbon event at Mange's Mangoes, and such other special events as may be added or subtracted by resolution of the city commission. Private persons or business entities who sponsor major festivals are not required to provide funds to a non-profit organization per section 6-57. An application for a major festival must be received in the city manager's office at least six (6) months in advance of the scheduled event. Have a non profit coapplicant ot to provide a percentage of revenues to a charitable cause.

(b) A business that seeks to sell alcoholic beverages at a major festival pursuant to an APS state license, and which is not a bar or restaurant or other concern that sells alcoholic beverages in the ordinary course of its business, must obtain the written approval of the major festival sponsor and provide such approval to the city of key west.

Section 6 That section 6-61 is hereby added to the Code of Ordinances as follows:

**Sec. 6-61. Temporary bathroom facilities.**

Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent (5%) of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons which physical disability.

Section 7. If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the remaining provisions of this Ordinance shall be deemed severable therefore and shall be construed as reasonable and necessary to achieve the lawful purposes of this ordinance.



Section 8. All Ordinances or parts of Ordinances of said City in conflict with the provisions of this Ordinance are hereby superseded to the extent of such conflict.

Section 9. This Ordinance shall go into effect on January 1, 2003.

Read and passed on first reading at a regular meeting held this 16<sup>th</sup> day of October, 2002.

Read and passed on second reading at a regular meeting held this 6<sup>th</sup> day of November, 2002.

Read and passed on final reading at a regular meeting held this 19<sup>th</sup> day of November, 2002.



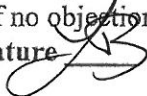
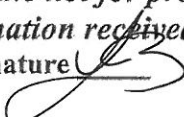

Authenticated by the presiding officer and Clerk of the Commission on 21<sup>st</sup> day of November, 2002.

Filed with the Clerk November 21, 2002.


Sponsor's Signature

A handwritten signature in black ink, appearing to be "L. J. ...", written over a horizontal line.


# RULES AND REGULATIONS FOR USE OF CITY OF KEY WEST PROPERTY FOR SPECIAL EVENTS

1. All Applicant(s) must fill out a City of Key West (City) application form provided to you by the Office of the City Manager.
2. Application(s) for special event(s) must be in the Office of the City Manager 60 days prior to the event.
3. Application(s) must provide comprehensive liability insurance insuring itself and the City against all claims of damages or injury to persons or property arising for any reason as a result of the activities associated with the special event permitted by the City. The insurance policy shall be written by a solvent insurance company in good standing and shall provide a minimum of \$1 million general liability. The policy shall show the City of Key West as an additional named insured.  
Sponsor's Signature 
4. The applicant shall indemnify and hold the City harmless from all losses, claims, damages, liabilities, and expenses which may be incurred by the City or which may be claimed against the City by any person, firm to the person or property of any person, firm, corporation, or entity which are consequent or arise from the activities of the permit holder or its equipment, employees, agents, guests, licensees, or invitees for the permit holder activities or which damages/injuries are consequent or arise from permit holders failure to comply with all applicable laws, statutes, ordinances and regulations.  
Sponsor's Signature 
5. Applicant(s) who are businesses or private persons who wish to close a City street must make an application jointly with a non-profit entity. When a sponsor proposes a special event that will cause the closing of a city street or other public right-of-way, the sponsor must donate at least 25% of the sponsor's gross revenues or \$1000.00, whichever is greater, to at least one nonprofit organization. The sponsor must designate the nonprofit organization(s) on the application for the event. Each named nonprofit organization must provide the city manger with a letter of assent. Applicant(s) must also hire an off-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or the City Manager's Office. Applicant(s) must have neighboring businesses sign a petition of no objection to the street closure.  
Sponsor's Signature 
6. *Within 30 days of the events completion the City Commission will receive a letter from the not for profit organization stating the amount of the monetary donation received from the event.*  
Sponsor's Signature 
7. Applicant(s) wishing to sell/consume alcoholic beverages on City property must have approval by the City Commission via Resolution and must hire an off-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or City Manager's Office. Applicant must provide liquor liability insurance.  
Sponsor's Signature 


8. Applicant(s) wishing to have an exemption from the noise control ordinance must fill out an application thirty days before the event. Processing fee for the application is \$50.00.

Sponsor's Signature 

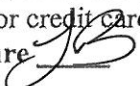
9. All applications are subject to approval at the discretion of the City Manager and/or City Commission.

Sponsor's Signature 

10. Notice of the city commission's proposed action on an application for a special event permit shall be mailed prior to the meeting at which the matter is to be considered to all property owners and occupants of property located within a 100-foot radius of the proposed special event. Notice of such proposed action also shall be published in a newspaper of general circulation in the city at least five days prior to the date of the city commission decision. The notice shall identify a contact person and phone number for complaints. The applicant shall pay for the newspaper advertisement.

Sponsor's Signature 


11. The organizer or sponsor of any special event, which requires the provision of additional or extraordinary support services by police, fire, administration, or other city departments shall pay to the city the cost of such services. A down payment of 10 percent of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten days prior to the special event.

Sponsor's Signature 


12. The first \$1000.00 of costs as specified in subsection (a) of the ordinance may be waived for any organizer or sponsor, which qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the special event a public accommodation subject to the human rights provision of the section 38-225.

Sponsor's Signature 

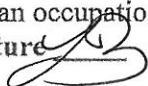
13. Any nonprofit organization accepting the waiver provided for by subsection (d) of the ordinance shall, within 90 days following the special event, submitted to the city commission an accounting of expenses and revenues incurred and generated during the special event.

Sponsor's Signature 

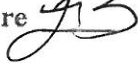
14. Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons with physical disability.

Sponsor's Signature 


15. Where a person has not applied for a special event permit and an event at its location spills into a street, causing the police department to close all or a portion of the street, the person sponsoring the event shall pay all such extraordinary service costs incurred by the city. On each anniversary of this occurrence, if the person can reasonably anticipate an overflow of people into the street, a special event permit must be applied for consistent with this division. A violation of this section may be grounds for revocation of an occupation license.

Sponsor's Signature 


16. Special events may use fog, smoke and bubble machines or any device that emits a mist or spray contingent on Key West Fire Department approval. Approval must be obtained a minimum of 48 hours prior to the event. The use of confetti or confetti machines is strictly forbidden.

Sponsor's Signature 

17. Special Events organizers must submit a adequate recycle plan for the size of the event being requested. Helpful hints and recycling requirements for special events can be found on the city's website. This will help you develop your plan.

Sponsor's Signature 

18. All special events are required to comply with the Federal Americans with Disability's Act which requires access to all areas and services provided by the special events. Organizers must insure that all aspects of their event meet the requirements.

Sponsor's Signature 

Fax To

# 2011 BOAT RACES

## Complete Checklist for Event Recycling City of Key West

- Identify contact person at the festival responsible for working with recycling.  
Name of person: Greg Sullivan Phone number: 797-3355
- Identify the recyclable commodities that will be used by the public and behind-the-scenes.  
Aluminum  Glass  #1 Plastic  #2 Plastic  Steel   
Corrugated Cardboard  Other:
- Define the amount of recycling containers needed for the festival grounds (based on commodities used at the event and where they will be used and discarded. When recyclables are used throughout event, 1 recycling container for every 1 trash barrels will be used).  
Amount of recycling and garbage containers needed: 40 EACH plus Mini Roll-off  
Cardboard Dump for Vendors FOR ABIC
- Arrange for recycling containers for the grounds and a large container (roll-off or festival box) and coordinate delivery and removal arrangements. Recycling containers may be ordered from Waste Management. 305 296-2825.  
Arrangements made: Yes Del BY RACE DAY + Dump BY Every RACE
- Capacity of containers on grounds: 35 GAL TRASH + RECYCLE  
Contact person for containers: G.S. Phone #: 797-3355
- Order signs to inform customers of recycling. Signs are needed for point-of-purchase locations and recycling containers. LABELS ON CANS
- Acquire liner bags for the recycling containers to be placed on the grounds. Ensure that the capacity of the bags is equal to or greater than that of the recycling containers on the grounds.  
CLEAR FOR RECYCLE BLACK FOR TRASH
- Arrange for emptying of recycling containers during the event – from the containers on the grounds to the large container.  
Arrangements made: Yes
- Arrange for pick-up of the recyclables. The agency providing containers will often take the materials for recycling. In other cases, arrange for the materials to be taken to a recycling facility.  
Arrangements made: Yes
- Meet with vendors and tell them to ask customers to recycle the appropriate materials. Make sure vendors know what will be recycled. Inform them that signs will be posted in their areas. LARRY
- Oversee the delivery of containers and placement of signs. LARRY
- Place recycling containers next to trash cans on the grounds and insert liner bags. All recycling

containers must be adjacent to trash barrels in order to reduce contamination problems. *OK*

- Monitor recycling containers for correct usage during the event and take actions to solve problems.  
Problems: \_\_\_\_\_  
Actions taken: \_\_\_\_\_  
\_\_\_\_\_
- View trash barrels and note any recyclables in the trash. Take actions to solve problems.  
Problems: \_\_\_\_\_  
Actions taken: \_\_\_\_\_  
\_\_\_\_\_
- Take photos of event recycling, record data on volumes of recyclables and trash, and ask vendors and event organizers for comments about the program  
Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Ensure that recyclables are removed and taken to the large container when bins are full and that liner bags are replaced.
- At the end of the event, remove signs and arrange for their return to owners.
- Place recycling containers in the pick-up location, as arranged with the providers of the containers.
- Ask the recycling facility to appraise the amount of material collected for recycling by weight, volume, or counts and report on contamination levels.  
Amount of material: \_\_\_\_\_  
Contamination: \_\_\_\_\_
- Prepare a report on the program including strategies used, amount of material diverted, comments and suggestions from participants and future recommendations.
- Share the results with event organizers.
- Security deposit of \$1000.00 must be submitted prior to the event.
- Security deposit returned: \_\_\_\_\_

*For more information about event recycling and waste reduction, contact Waste Management at  
305 296-2825*





## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3888

---

Pursuant to my request to conduct a special event requiring authorization by the City Commission, I agree that throughout the event I will keep the premises clear of accumulated recyclables, trash and debris. This includes emptying trash and recycle cans on a regular basis for the duration of the event.

  
\_\_\_\_\_





September 1, 2011

Jim Scholl  
Key West City Manager  
525 Angela Street  
Key West, Fl. 33040

Dear Mr. Scholl,

I want to thank you and your staff for the support and efforts put forth for the World Championship race and would like to request your assistance again for this years powerboat races.

The Conch Republic Offshore Powerboat Racing Association (CROPBRA) is producing the World Championship Races in Key West, beginning November 6<sup>th</sup> through 13<sup>th</sup>, with three (3) days of racing (November 9<sup>th</sup>, 11<sup>th</sup> and 13<sup>th</sup>). The racecourse will go into the Key West harbor. It is expected that we will have a minimum of 70 boats with support vehicles. Super Boat International Productions, Inc. (SBIP) is conducting the race and responsible for the race event. The race is sanctioned by Super Boat International Productions, Inc.

CROPBRA is requesting the assistance of the City in securing the use of the Truman Annex and "Outer Mole" for the races. We would use this area as the dry pit, wet pit, launch site, hospitality, parking, and associated attractions accommodating the activities in one grand display.

As requested in past years by the US Coast Guard Group Key West, has required CROPBRA to giving you the scheduled time of each race for the World Championship:

**Race times:**

|                           |                                   |                                 |                                |
|---------------------------|-----------------------------------|---------------------------------|--------------------------------|
| November 9 <sup>th</sup>  | - 1 <sup>st</sup> race at 10:00am | 2 <sup>nd</sup> race at 12:30pm | 3 <sup>rd</sup> race at 2:00pm |
| November 11 <sup>th</sup> | - 1 <sup>st</sup> race at 10:00am | 2 <sup>nd</sup> race at 12:30pm | 3 <sup>rd</sup> race at 2:00pm |
| November 13 <sup>th</sup> | - 1 <sup>st</sup> race at 10:00am | 2 <sup>nd</sup> race at 12:30pm | 3 <sup>rd</sup> race at 2:00pm |

**The Key West Harbor restrictions:**

Closed from 9:00am to 11:30am

Open from 11:30am to 12:30pm for commercial traffic

Close again from 12:30pm to approximately 4:30pm

Larry Bleil, *President* Conch Republic Offshore Racing Association  
500 Fleming Street, Key West, Fl. 33040  
Phone: 305-294-6100 \* Fax: 305-294-6122

We are also asking that there will not be any cruise ships in the harbor on the dates of November 9<sup>th</sup>, 11<sup>th</sup> and 13<sup>th</sup>.

Thank you again for all of your time and effort.

Sincerely,

A handwritten signature in cursive script that reads "Larry Bleil" followed by a circular flourish.

Larry Bleil, President  
Conch Republic Offshore Racing Association

Encl: Tentative Schedule of Events  
Race Course



31<sup>st</sup> Annual



# KEY WEST World Championship

## SCHEDULE OF EVENTS

### NOVEMBER 6<sup>th</sup> , 2011 (Sunday)

9am – 5pm Race Village Open - Race Boats on Display - Truman Annex – End of Southard St.  
 9am – 3pm Racer Registration - Truman Annex  
 9am – 3pm Passes – Credentials - Truman Annex Entrance  
 4pm Boat Parade - Duval St.

### NOVEMBER 7<sup>th</sup> , 2011 (Monday)

**8:30am MANDATORY DRIVERS MEETING – Key West Marriott Beachside Hotel - 3841 N. Roosevelt Blvd.**

9am – 5pm Race Village Open – Race Boats on Display - Truman Annex  
 11am – 5pm Race Boat Inspections: Truman Annex  
 11am – 5pm Racer Registration: Truman Annex  
 12pm – 3pm Water test /Dunkers: TBA  
 9am – 5pm Passes - Credentials: Truman Annex Entrance  
 6pm – 9pm Welcome Party for Racers: Truman Annex- Outer Mole *Noise Exemption Attached*

### NOVEMBER 8<sup>th</sup> , 2011 (Tuesday)

9am – 5pm Race Village Open – Race Boats On Display - Truman Annex  
 9am – 5pm Race Boat Inspections: Truman Annex  
 9am – 5pm Launching : Truman Annex  
 9am – 5pm Racer Registration: Truman Annex  
 9am – 5pm Testing for Race Boats: Off Truman Annex  
 9am – 5pm Passes - Credentials: Truman Annex Entrance  
 10am – 5pm Race Boat Fueling: Truman Annex

### NOVEMBER 9<sup>th</sup> , 2011 (Wednesday) Race Day #1

**6:30am-7:30am Racer Physicals: Truman Annex – Registration Tent**  
 7am –5pm Race Village Open: Race Boats on Display - Truman Annex  
 7am – 4pm Passes - Credentials: Truman Annex Entrance  
**8am Race Morning Drivers Meeting: Truman Annex Registration Tent**  
**CLOSED REGISTRATION: CLOSED**  
 7am -5pm Launching & Recovery: Truman Annex  
 8am -1pm Fueling: Truman Annex  
 9am FAA Meeting: Island City Flying  
 10am Start of 1<sup>st</sup> Race – Off Truman Annex  
 11:30 -12:30 Harbor Open for Commercial Traffic  
 12:30pm Start of 2<sup>nd</sup> Race – Off Truman Annex  
 2pm Start of 3<sup>rd</sup> Race – Off Truman Annex  
 6pm-8pm Racers Party- Mel Fishers Treasures – 200 Green St.

**“To be the Best you have to Win in Key West”**

John Carbonell, *President* - Super Boat International Productions, Inc. ®  
 1323 20<sup>th</sup> Terrace, Key West, FL 33040 • Ph 305-296-6166 • Fax 305-296-9770  
 Web Site: [www.superboat.com](http://www.superboat.com) • E-Mail: [superboatracing@gmail.com](mailto:superboatracing@gmail.com)

THIS RACE IS SANCTIONED BY: SUPER BOAT INTERNATIONAL PRODUCTIONS, INC. ®





31<sup>st</sup> Annual



# KEY WEST World Championship

## SCHEDULE OF EVENTS

### NOVEMBER 10<sup>th</sup>, 2011 (Thursday)

|            |  |
|------------|--|
| 9am - 5pm  | Race Village Open – Race Boats on Display – Truman Annex |
| 9am – 5pm  | Launching: Truman Annex                                  |
| 9am – 3pm  | Racer Registration: Truman Annex                         |
| 10am – 2pm | Water Test/Dunkers: TBA                                  |
| 9am – 5pm  | Testing for Race Boats : Off Truman Annex                |
| 9am – 5pm  | Passes - Credentials: Truman Annex Entrance              |
| 10am – 5pm | Fueling: Truman Annex                                    |

### NOVEMBER 11<sup>th</sup>, 2011 (Friday) Race Day #2

#### 6:30am-7:30am Racer Physicals: Truman Annex – Registration Tent

|           |   |
|-----------|---|
| 7am –5pm  | Race Village Open: Race Boats on Display - Truman Annex |
| 7am – 4pm | Passes - Credentials: Truman Annex Entrance             |
| 7am -5pm  | Launching & Recovery: Truman Annex                      |

#### 8am **Race Morning Drivers Meeting: Truman Annex Registration Tent**

#### **CLOSED**

#### **REGISTRATION: CLOSED**

|              |  |
|--------------|--|
| 8am -1pm     | Fueling: Truman Annex                            |
| 9am          | FAA Meeting: Island City Flying                  |
| 10am         | Start of 1 <sup>st</sup> Race – Off Truman Annex |
| 11:30 -12:30 | Harbor Open for Commercial Traffic               |
| 12:30pm      | Start of 2 <sup>nd</sup> Race – Off Truman Annex |
| 2pm          | Start of 3 <sup>rd</sup> Race – Off Truman Annex |
| 6pm -10pm    | Duval Street Party                               |

### NOVEMBER 12<sup>th</sup>, 2011 (Saturday)

|            |  |
|------------|--|
| 9am – 5pm  | Race Village Open – Race Boats on Display – Truman Annex |
| 9am – 5pm  | Launching: Truman Annex                                  |
| 9am – 3pm  | Racer Registration – Truman Annex                        |
| 9am – 5pm  | Passes-Credentials – Truman Annex Entrance               |
| 9am – 5pm  | Testing for Race Boats – Off Truman Annex                |
| 10am – 5pm | Race Boat Fueling – Truman Annex                         |
| 7pm-10pm   | Racer Party – Hard Rock Café 313 Duval Street            |

### NOVEMBER 13<sup>th</sup>, 2011 (Sunday ) Race Day #3

#### 6:30am-7:30am Racer Physicals: Truman Annex – Registration Tent

|           |   |
|-----------|---|
| 7am –5pm  | Race Village Open: Race Boats on Display - Truman Annex |
| 7am – 4pm | Passes - Credentials: Truman Annex Entrance             |
| 7am -5pm  | Launching & Recovery: Truman Annex                      |

#### 8am **Race Morning Drivers Meeting: Truman Annex Registration Tent**

**“To be the Best you have to Win in Key West”**

John Carbonell, *President* - Super Boat International Productions, Inc. ®  
1323 20<sup>th</sup> Terrace, Key West, FL 33040 • Ph 305-296-6166 • Fax 305-296-9770  
Web Site: [www.superboat.com](http://www.superboat.com) • E-Mail: [superboatracing@gmail.com](mailto:superboatracing@gmail.com)

THIS RACE IS SANCTIONED BY: SUPER BOAT INTERNATIONAL PRODUCTIONS, INC. ®





31<sup>st</sup> Annual



# KEY WEST World Championship

## SCHEDULE OF EVENTS

**NOVEMBER 13<sup>th</sup>, 2011 (Sunday) (Race Day #3 Continued)**

**CLOSED**

8am -1pm  
9am  
10am  
11:30 -12:30  
12:30pm  
2pm  
7pm – 9pm

**REGISTRATION: CLOSED**

Fueling: Truman Annex  
FAA Meeting: Island City Flying  
Start of 1<sup>st</sup> Race – Off Truman Annex  
Harbor Open for Commercial Traffic  
Start of 2<sup>nd</sup> Race – Off Truman Annex  
Start of 3<sup>rd</sup> Race – Off Truman Annex  
Awards Presentations: Key West Marriott Beachside Hotel  
Credential or VIP pass

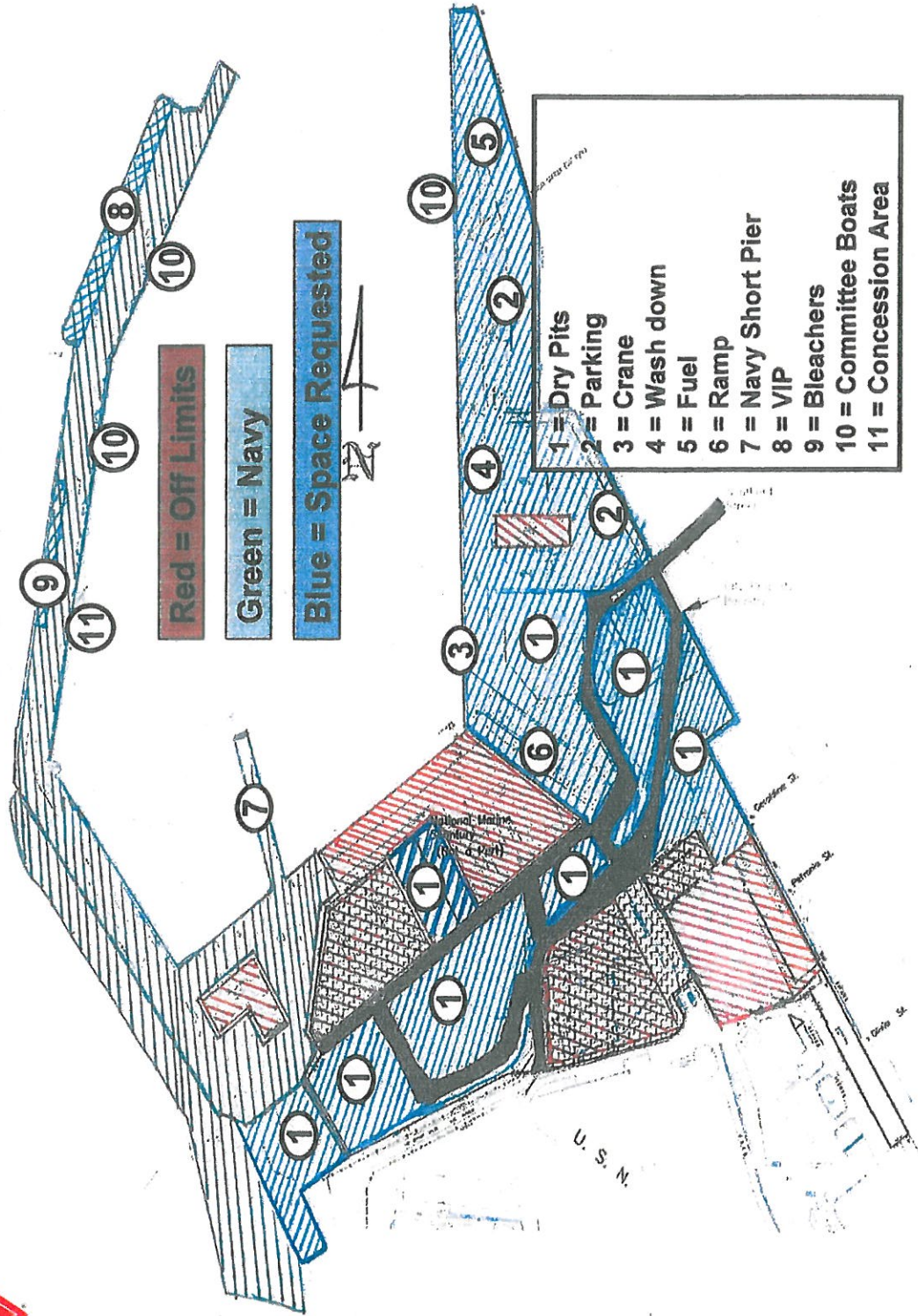
**“To be the Best you have to Win in Key West”**

John Carbonell, *President* - Super Boat International Productions, Inc. ®  
1323 20<sup>th</sup> Terrace, Key West, FL 33040 • Ph 305-296-6166 • Fax 305-296-9770  
Web Site: [www.superboat.com](http://www.superboat.com) • E-Mail: [superboatracing@gmail.com](mailto:superboatracing@gmail.com)

*THIS RACE IS SANCTIONED BY: SUPER BOAT INTERNATIONAL PRODUCTIONS, INC. ®*



# 2011 KEY WEST WORLD CHAMPIONSHIP RACE Truman Annex Site Plan





**SUPER BOAT**  
International Productions Inc.

SUPER BOAT

# 2011 Key West World Championship

- 1 = Dry Pits – This is the area the race boats park while on their trailers
- 2 = Parking – This is for spectator parking
- 3 = Crane = Where race boats will be put in the water – RESTRICTED
- 4 = Wash down – Race boats to wash down
- 5 = Fuel – Where race boats fuel – RESTRICTED
- 6 = Ramp – Some of the race boats will ramp into the water
- 7 = Navy Short Pier – If available to use on race day to help with the boats as the crane in
- 8 = VIP – Outer Mole
- 9 = Bleachers – Outer Mole
- 10 = Committee Boats – Yachts that are part of the race, they will park on East Quay wall on off days and the Inner Outer Mole on race day
- 11 = Concessions – The concessions will be within the Dry Pit area on off days and move to the Outer Mole on race days

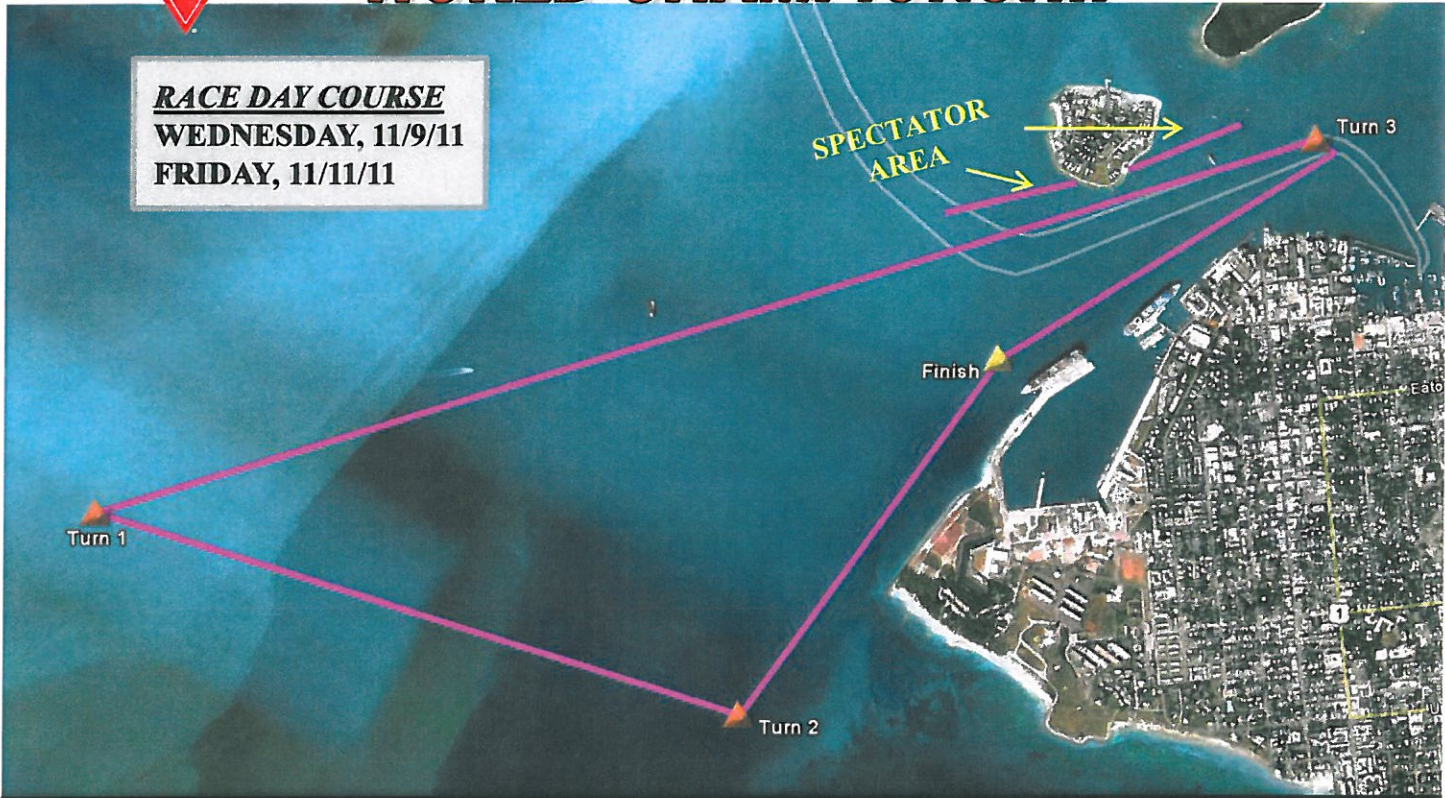




# Key West WORLD CHAMPIONSHIP



**RACE DAY COURSE**  
**WEDNESDAY, 11/9/11**  
**FRIDAY, 11/11/11**



**COORDINATES**

|                           |  |  |
|---------------------------|--|--|
| TURN 1                    | N 24*32.140  | W 81*50.322  |
| TURN 2                    | N 24*32.387  | W 81*48.902  |
| TURN 3                    | N 24*33.907<br>N 24*33.898                               | W 81*48.409<br>W 81*48.364                               |
| FINISH                    | N 24*33.237  | W 81-48.780  |
| DESIGNATED SPECTATOR AREA | N 24*33.862<br>N 24*33.680<br>N 24*33.608<br>N 24*33.437 | W 81*48.570<br>W 81*48.734<br>W 81*48.821<br>W 81*49.035 |

**PRIME VIEWING - RACE VILLAGE TRUMAN ANNEX, END OF SOUTHARD STREET**

|                |                   |               |
|----------------|-------------------|---------------|
| RACE #1 - 10AM | RACE #2 - 12:30PM | RACE #3 - 2PM |
|----------------|-------------------|---------------|

**RACE CLASSES AND DISTANCE - 6.2 +/- MILES EACH LAP**

|   |              |          |
|---|--------------|----------|
| Superboat Unlimited; Superboat V Unlimited; Superboat V Extreme; Turbine; Superboat 750; Superboat 850; Super Cat | 43 Miles +/- | 6 ¾ laps |
| Superboat Stock (S); Super Vee Limited: Manufacturer Production (P) P1  | 30 Miles +/- | 4 ¾ laps |
| Manufacturer Production (P) P2, P3, P4  | 23 Miles +/- | 3 ¾ laps |

**KEY WEST HARBOR OPENS FROM 11:30AM TO 12:30PM**

**Event Sanctioned by: Super Boat International Productions, Inc.**

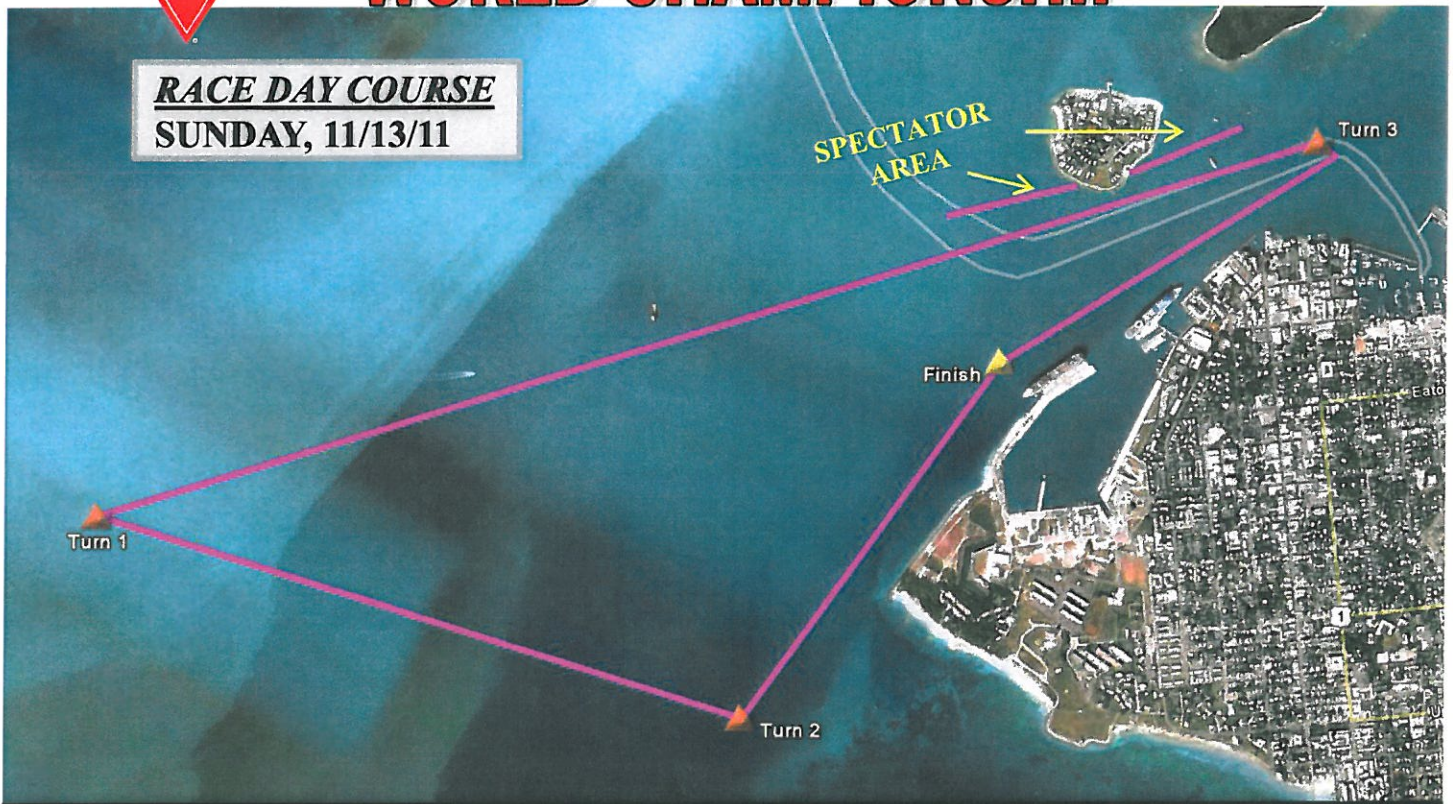




# Key West WORLD CHAMPIONSHIP



**RACE DAY COURSE**  
**SUNDAY, 11/13/11**



### COORDINATES

|                           |  |  |
|---------------------------|--|--|
| TURN 1                    | N 24*32.140  | W 81*50.322  |
| TURN 2                    | N 24*32.387  | W 81*48.902  |
| TURN 3                    | N 24*33.907<br>N 24*33.898                               | W 81*48.409<br>W 81*48.364                               |
| FINISH                    | N 24*33.237  | W 81-48.780  |
| DESIGNATED SPECTATOR AREA | N 24*33.862<br>N 24*33.680<br>N 24*33.608<br>N 24*33.437 | W 81*48.570<br>W 81*48.734<br>W 81*48.821<br>W 81*49.035 |

**PRIME VIEWING - RACE VILLAGE TRUMAN ANNEX, END OF SOUTHARD STREET**

|                |                   |               |
|----------------|-------------------|---------------|
| RACE #1 - 10AM | RACE #2 - 12:30PM | RACE #3 - 2PM |
|----------------|-------------------|---------------|

### RACE CLASSES AND DISTANCE - 6.2 +/- MILES EACH LAP

|  |              |           |
|--|--------------|-----------|
| Superboat Unlimited; Superboat V Unlimited; Superboat V Extreme; Turbine;<br>Superboat 750; Superboat 850; Super Cat | 81 Miles +/- | 12 ¾ laps |
| Manufacturer Production (P) P1   | 60 Miles +/- | 9 ¾ laps  |
| Superboat Stock (S); Super Vee Limited   | 55 Miles +/- | 8 ¾ laps  |
| Manufacturer Production (P) P2, P3, P4   | 48 Miles +/- | 7 ¾ laps  |

**KEY WEST HARBOR OPENS FROM 11:30AM TO 12:30PM**

**Event Sanctioned by: Super Boat International Productions, Inc.**









## THE CITY OF KEY WEST

P.O. BOX 1409  
KEY WEST, FL 33041-1409

### PUBLIC NOTICE

THIS IS TO NOTIFY YOU THAT CONCH REPUBLIC OFFSHORE POWERBOAT RACING ASSOCIATION HAS APPLIED TO THE KEY WEST CITY COMMISSION FOR A SPECIAL EVENT PERMIT UNDER SECTION 6-86 OF THE CITY'S NOISE CONTROL ORDINANCE. THE APPLICATION IS FOR AN EVENT TO TAKE PLACE ON MONDAY, NOVEMBER 7, 2011 FROM 6:00 P.M. TO 10:00 P.M. AT THE MOLE PIER WHICH IS LOCATED WITHIN 100 FEET OF YOUR PROPERTY. A HEARING ON THE APPLICATION WILL TAKE PLACE AT THE CITY COMMISSION MEETING ON OCTOBER 5, 2011, AT 6:00 P.M., OLD CITY HALL, 510 GREENE STREET.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT MARIA RATCLIFF THE CITY MANAGER'S OFFICE AT 809-3881.



SUPER BOAT INTERNATIONAL PRODUCTIONS, INC.  
1323 20<sup>th</sup> Terrace  
Key West, Fl. 33040  
305-396-6166  
September 19, 2011

---

To Whom It May Concern:

This letters serves as confirmation that each year the Key West World Championship race host **Marine Students from Monroe County Schools** during the Wednesday race. The students are treated to the VIP area for lunch that day. There are approximately 100 to 150 students each year. The cost for the food is about \$10 per student.

In 2010 there was 130 Students that attended the Wednesday race.

The race is expected to have the **Marine Students from Monroe County Schools** again this year.

The class uses the race to talk to the racers and learn new innovative things along with research and development in marine propulsion.

A handwritten signature in black ink, appearing to read "John Carbonell", written over a horizontal line.

John Carbonell, President  
Super Boat International



KEY WEST WORLD CHAMPIONSHIP  
2010 INCOME/EXPENSE REPORT

| Expenses:                                 | Amount Paid 2010 |              |
|---|------------------|--------------|
| Advertising / Marketing                   |                  |              |
| Pre-event Advertising                     | \$               | (1,200.00)   |
| Race Program                              | \$               | (17,028.36)  |
| Promotional Designs                       | \$               | (1,218.00)   |
| Public Relations                          | \$               | (3,125.00)   |
| Filming/Talent                            | \$               | (2,400.00)   |
| Radio                                     | \$               | (1,000.00)   |
| Salaries:                                 |                  |              |
| Site Staff Salary                         | \$               | (20,959.00)  |
| Site Medical Salary                       | \$               | (15,750.00)  |
| Staff Food - Volunteer Work               | \$               | (8,730.00)   |
| Legal                                     | \$               | (3,000.00)   |
| Travel:                                   |                  |              |
| Land                                      | \$               | (5,775.24)   |
| Air                                       | \$               | (1,156.80)   |
| Car Rental                                | \$               | (955.08)     |
| Insurance (4M-1M-50T-10T) estimate        | \$               | (15,000.00)  |
| Sanction Fees:                            |                  |              |
| Super Boat Int'l                          | \$               | (75,000.00)  |
| ID Badges                                 | \$               | (2,704.10)   |
| Cranes (2) two                            | \$               | (12,362.00)  |
| Donation - Street Party                   | \$               | -            |
| Commissions                               | \$               | (17,777.00)  |
| Bleachers                                 | \$               | (7,566.88)   |
| Miscellaneous                             | \$               | (1,142.59)   |
| Helicopters (2 Medical, 1 TV, 1 Manatee)  | \$               | (37,730.00)  |
| City Services / Other:                    |                  |              |
| Fire Department                           | \$               | (1,890.00)   |
| Garbage                                   | \$               | -            |
| Land - State Park                         | \$               | (1,075.00)   |
| Land - City                               | \$               | (6,495.55)   |
| MWR - Navy Concession Fee                 | \$               | (4,000.00)   |
| Portable Potties                          |                  |              |
| Security                                  | \$               | (29,130.00)  |
| Fence                                     | \$               | (6,719.07)   |
| Equipment Rental:                         |                  |              |
| Docks                                     | \$               | (1,200.00)   |
| Equipment                                 |                  |              |
| Course Boat                               | \$               | (1,297.20)   |
| Tents                                     | \$               | (12,625.70)  |
| Utilities:                                |                  |              |
| Phone                                     | \$               | (1,430.35)   |
| Postage/Express Mail                      | \$               | (250.00)     |
| Printing/Supplies                         | \$               | (4,510.93)   |
| Prize Money                               | \$               | (44,400.00)  |
| Lodging                                   | \$               | (244.18)     |
| Meetings/Parties:                         |                  |              |
| Hospitality VIP area on race days         | \$               | (25,787.99)  |
| Parties                                   | \$               | (3,001.40)   |
| Tent Rental - Drivers Meeting/Hospitality | \$               | (3,350.00)   |
| Prior Year Loss **                        |                  |              |
| 2008 Loss                                 | \$               | (33,444.23)  |
| 2009 Loss                                 | \$               | (21,161.55)  |
| T-shirts give-a-ways (250 @\$5.00)        | \$               | (1,250.00)   |
| T-Shirt Cost                              | \$               | (5,730.66)   |
| Trophies                                  | \$               | (7,239.77)   |
| Sales Tax                                 | \$               | (6,768.93)   |
| Total Expenses                            | \$               | (474,582.56) |



KEY WEST WORLD CHAMPIONSHIP  
2010 INCOME/EXPENSE REPORT

| Income:                | Amount Collected 2010 |                    |
|------------------------|-----------------------|--------------------|
| Sponsorship:           |                       |                    |
| Trophy                 | \$                    | 21,000.00          |
| Duval Street           | \$                    | 9,300.00           |
| Credentials:           |                       |                    |
| Guese/Day Passes       | \$                    | 76,961.00          |
| VIP                    | \$                    | 36,641.60          |
| Parking                | \$                    | 12,815.00          |
| Tent Rental:           |                       |                    |
| Race Boats in Dry Pits | \$                    | 32,052.00          |
| Corporate Hospitality  | \$                    | -                  |
| Sales Tax              | \$                    | 6,883.65           |
| Concession             | \$                    | 24,363.50          |
| Merchandise Sales      |                       |                    |
| T-Shirts               | \$                    | 21,134.80          |
| Race Program Ads       | \$                    | 15,771.92          |
| Race Boat Entry Fees   | \$                    | 75,650.00          |
| TDC Funding            | \$                    | 115,000.00         |
| Total Income           | \$                    | <u>447,573.47</u>  |
| <br>                   |                       |                    |
| Profit/Loss            | \$                    | <b>(27,009.09)</b> |

\*\* We were able to reduce our loss from 2008 and 2009 by \$27,596.69



## ATTACHMENT A

|   |   |  |  |
|---|---|--|--|
| <b>LICENSE FOR USE OF CITY OF KEY WEST OWNED PROPERTY</b><br><br>THIS LICENSE TO USE CITY OF KEY WEST PROPERTY HEREIN DESCRIBED IS ISSUED BY THE CITY OF KEY WEST TO THE LICENSEE NAMED BELOW FOR THE PURPOSE HEREIN SPECIFIED UPON THE TERM AND CONDITIONS SET FORTH BELOW, AND ON ATTACHMENTS B, C, D, E AND F, BY THE EXECUTION HEREOF THE LICENSEE AGREES TO COMPLY WITH ALL SUCH TERMS, CONDITIONS, AND GENERAL PROVISIONS.  |   |  | <b>LICENSE NUMBER</b><br><br>04-   |
| <b>1. Property Location</b><br><br>KEY WEST, FLORIDA  |   | <b>2. DATES COVERED</b><br><br>FROM: 11-1-11                      TO: 11-17-11   |  |
| <b>3. DESCRIPTION OF PROPERTY (INCLUDE ROOM AND BUILDING NUMBERS WHERE APPROPRIATE)</b><br><br>TRUMAN WATERFRONT PROPERTY TO INCLUDE THE SCOKER FIELDS  |   |  |  |
| <b>4. PURPOSE OF LICENSE:</b> Produce a World Championship Powerboat Race, sanctioned by Super Boat International Productions, Inc.   |   |  |  |
| <b>5. LICENSOR</b><br><br>CITY OF KEY WEST  |   | <b>5a CITY REPRESENTATIVE (TITLE AND ADDRESS)</b><br><br>DOUG BRADSHAW, LRA PROJECT MANAGER, P.O. BOX 1409, KEY WEST, FL 33041       |  |
| <b>6. LICENSEE (NAMED AND ADDRESS)</b><br>Conch Republic Offshore Powerboat Racing Association<br>500 Fleming Street<br>Key West, Fl 33040  |   | <b>6a. LICENSEE REPRESENTATIVE (NAME AND ADDRESS)</b><br>Larry Bleil, President CROPBRA<br>500 Fleming Street<br>Key West, Fl. 33040 |  |
| <b>7. DEPOSIT FOR USE OF PROPERTY (PAYABLE IN ADVANCE)</b><br>(IF NO CASH PAYMENT IS REQUIRED, ENTER "NONE" UNDER ITEM 7a "AMOUNT")   |   |  |  |
| <b>a. AMOUNT</b><br><br>10,000.00   | <b>b. FREQUENCY PAYMENTS DUE</b>          | <b>c. FIRST DUE DATE</b><br><br>Submitted with License   | <b>d. TO (MAILING ADDRESS)</b><br><br>LRA office at P.O. Box 1409, Key West, FL 33041-1409 |
| <b>8. ADDITIONAL CHARGES FOR USE OF PROPERTY</b><br>(IF NOT CASH PAYMENT IS REQUIRED, ENTER "NONE" UNDER ITMES 8a "AMOUNT")   |   |  |  |
| <b>a. AMOUNT</b><br><br>5,000.00  | <b>b. FREQUENCY PAYMENTS DUE</b>          | <b>c. FIRST DUE DATE</b><br><br>Submitted with License   | <b>d. TO (MAILING ADDRESS)</b><br><br>LRA office at P.O. Box 1409, Key West, FL 33041-1409 |
| <b>9. INSURNACE REQUIRED AT EXPENSE OF LICENSE</b><br>(IF ANY OR ALL INSURANCE REQUIREMENTS HAVE BEEN WAIVED, ENTER "NONE" IN a, b, c, OR d AS APPROPRIATE)   |   |  |  |
| <b>a. FIRE AND EXTENDED COVERAGE</b>  | <b>MINIMUM AMOUNT</b><br>SEE ATTACHMENT B | <b>c. THIRD PARTY PERSONAL INJURY PER PERSON</b>   | <b>MINIMUM AMOUNT</b><br>SEE ATTACHMENT B  |
| <b>b. THIRD PARTY PROPERTY DAMAGE</b>   | <b>SEE ATTACHMENT B</b>                   | <b>d. THIRD PARTY PERONAL INJURY PER ACCIDENT</b>  | <b>SEE ATTACHMENT B</b>  |
| <b>10. GENERAL CONDITIONS (SEE ATTACHED)</b><br><br>Licensee shall carry (A) COMPRESENSIVE AUTOMOBILE INSURANCE AND VEHICLE LIABILITY INSURANCE FOR OWNED AND NON-OWNED VEHICLES COVERING CLAIMS FOR INJURIES TO MEMBERS OF THE PUBLIC AND/OR DAMAGES TO PROPERTY OF OTHERS ARISING FROM USE OF MOTOR VEHICLES INCLUDING ONSITE AND OFFSITE OPERATION WITH LIMITS OF ONE MILLION DOLLARS EACH OCCURRENCE AND THREE MILLION DOLLARS ANNUAL AGGREGATE (B) COMMERCIAL GENERAL LIABILITY COVERAGE IN THE AMOUNT OF 1 MILLION DOLLARS/OCCURRENCE AND 2 MILLION DOLLARS ANNUAL AGGREGATE FOR THE TERM OF THE LICENSE. LICENSE IS FURTHER SUBJECT TO THE PREVISIONS IN ATTACHMENT B, C, D, E, AND F. |   |  |  |
| <b>11. EXECUTION OF LICENSE</b>   |   |  |  |
| <b>FOR</b>  | <b>BY</b>                                 |  | <b>DATE</b>  |
|   | <b>NAME AND TITLE</b>                     | <b>SIGNATURE</b>   |  |
| CITY OF KEY WEST  | MR JIM SCHOLL, CITY MANAGER               |   | 20 Sep 2011  |
| LICENSEE  | LARRY BLEIL, PRESIDENT CROPBRA            |    | 9/1/11   |

IF LICENSEE IS A CORPORATION, ATTACH CERTIFICATION OF SIGNATURE

## ATTACHMENT B: GENERAL CONDITIONS

Initials of Applicant *JB*

- a. The Licensor hereby grants to the Licensee the right to use the premises or facilities described in item 3, together with the necessary rights of ingress and egress.
  - b. This License shall be effective for the period stated in item 2 and is revocable at any time without notice at the option and discretion of the Licensor or its duly authorized representative.
  - c. The use shall be limited to the purposes specified herein. Licensor does not warrant or represent that the property is safe or suitable for the purpose for which Licensee intends to use it, and Licensee assumes all risks in its use.
  - d. This License shall be neither assignable nor transferable by the Licensee.
  - e. If utilities and services are furnished to the Licensee during License period, the Licensee shall reimburse the Licensor for the cost thereof as determined by the Licensor in accordance with applicable statutes and regulations.
  - f. The Licensee, at its own cost and expense shall protect, maintain, and keep in good order, the premises or facilities licensed hereby. At the discretion of the Licensor this obligation shall include, but not be limited to, contribution toward the expense of long-term maintenance of the premises or facilities, the necessity for which accrued during the period of Licensee's use. The amount of expense to be borne by the Licensee shall be determined by prorating the total expense of the item of long-term maintenance on the basis of fractional use by the Licensee. This fractional part of the total expense shall be prorated further if the item of long-term maintenance did not accrue in its entirety during the Licensee's use. Upon a determination by the Licensor that the necessity exists for an expenditure of funds for maintenance, protection, preservation or repair, the Licensee shall pay to the Licensor its proportionate share on demand.
  - g. No additions to, or alterations of, the premises or facilities shall be made without the prior consent of the Licensor. Upon revocation or surrender of this License, to the extent directed by the Licensor, the Licensee shall remove all alterations, additions, betterments and improvements made, or installed, and restore the premises or facilities to the same, or as good condition as existed on the date of entry under this License.
  - h. The Licensee shall be liable for any loss of, or damage to, the premises or facilities incurred as a result of its use and shall make such restoration or repair, or monetary compensation as may be directed by the Licensor. The Licensee shall not be liable for loss of, or damage to, the premises arising from causes beyond the control of the Licensee and occasioned by a risk not in fact covered by insurance and not customarily covered by insurance in the locality in which the premises are situated. Nothing contained herein, however, shall relieve the Licensee of liability with respect to any loss or damage to the premises, not fully compensated for by insurance, which results from willful misconduct, lack of good faith, or failure to exercise due diligence, on the part of the Licensee. All insurance required for the Licensee on the premises shall be for the protection of the Licensor and the Licensee against their respective risks and liabilities in connection with the premises. Each policy of insurance against loss or damage to City of Key West property shall name the Licensee and the City of Key West, as the insured and shall contain a loss payable clause reading substantially as follows: "Loss, if any, under this policy shall be adjusted with (Name of Licensee) and the City of Key West and the proceeds shall be payable to the City of Key West". In the event that any item or part of the premises or facilities shall require repair, rebuilding or replacement resulting from loss or damage, the risk of which is assumed under this paragraph h, the Licensee shall promptly give notice thereof to the Licensor and, to the extent of its liability as provided in this paragraph, shall, upon demand, either compensate the City of Key West for such loss or damage, or rebuild, replace or repair the item or items of the premises or facilities so lost or damaged, as the Licensor may elect. If the cost of such repair, rebuilding, or replacement exceeds the liability of the Licensee for such loss or damage, the Licensee shall effect such repair, rebuilding or replacement if required so to do by the Licensor and such excess of cost shall be reimbursed to the Licensee by the Licensor. In the event the Licensee shall have effected any repair, rebuilding or replacement,
- i. The Licensee shall indemnify and save harmless the City of Key West, its officers, agents, servants and employees from all liability or otherwise, for death or injury to all persons, or loss or damage to the property of all persons resulting from the use of the premises by the Licensee, and shall furnish the insurance specified in Item 9. Each policy of insurance required in Item 9 covering bodily injuries and third party property damage shall contain an endorsement reading substantially as follows: "The insurer waives any right of subrogation against the City of Key West which might arise by reason of any payment made under this policy." This indemnity shall survive the expiration of this License.
  - j. All insurance required by this License shall be in such form, for such periods of time, and with such insurers as the Licensor may require or approve. A certificate of insurance or a certified copy of each policy of insurance taken out hereunder shall be deposited with the Licensor's local representative prior to use of the premises and facilities. The Licensee agrees that not less than thirty (30) days prior to the expiration of any insurance required by this License, it will deliver to the Licensor's local representative a certificate of insurance or a certified copy of each renewal policy to cover the same risks.
  - k. The Licensee warrants that it has not employed any person to solicit or secure this License upon any agreement for a commission, percentage, brokerage or contingent fee. Breach of this warranty shall give the City of Key West the right to annul this License or in its discretion to recover from the Licensee the amount of such commission, percentage, brokerage or contingent fee in addition to the consideration herein set forth. This warranty shall not apply to commissions payable by the Licensee upon contracts or sales secured or made through bona fide established commercial or selling agencies maintained by the Licensee for the purpose of securing business.
  - l. In connection with the performance of work under this License, the Licensee agrees not to discriminate against any employee or applicant for employment because of race, religion, color, or national origin, sex, disability, ancestry, sexual orientation, gender identity or expression, marital status, parental status or source of income. The aforesaid provision shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Licensee agrees to post hereafter in conspicuous places available for employees and applicants for employment, notices to be provided by the Licensor setting forth the provisions of the nondiscrimination clause. The Licensee further agrees to insert the foregoing provision in all subcontracts hereunder, except Subcontracts for standard commercial supplies or raw materials.
  - m. All activities authorized hereunder shall be subject to such rules and regulations as regards supervision or otherwise, as may, from time to time, be prescribed by the local representative of the Licensor as designated in Item 5a.
  - n. The laws of the State of Florida shall govern the validity of this license agreement, interpretation, performance, and any other claims related to it. The venue for any and all claims or legal actions will be Monroe County, Florida.



Initials of Applicant



### ATTACHMENT C: ADDITIONAL PROVISIONS

The licensee is subject to the following additional provisions:

1. The City identifies a single Point of Contact, Mr. Doug Bradshaw, Port Project Manager of Key West, phone (305) 809-3792 or Cell (305) 797-8361, who will provide license provision oversight and enforcement for the full term of the license.
2. Prior to use of the premises Licensee must provide a \$ 10,000 refundable deposit and a \$ 5,000.00 nonrefundable payment for use of the property. This payment shall be delivered to the Port office at P.O Box 6434, Key West, FL 33041-6434. All checks shall be made payable to Licensor. Utilities used by Licensee will be charged at current rates. Any additional costs that will be incurred by the City (security, fire protection, public works, Navy, etc.) must be paid to the City to those departments. Assignment of damage cost or noncompliance penalties will be at the discretion of the City of Key West. Additional charges may be made after the activity if required.
3. All utility use must be coordinated through Doug Bradshaw. Any modification to utilities to support the activity will be at the sole cost of the Licensee.
4. Licensee is responsible for obtaining necessary permits required by any other agencies pertaining to this event such as Federal, State, Local, Coast Guard, Navy, Marine Sanctuary, etc. and is responsible of providing proof of permit prior to entering into an agreement with the City of Key West.
5. Licensee must provide the City with a detailed schedule for activities.
6. The activities each day shall conclude not later than 6 p.m. nor begin before 8 a.m. without prior approval by Licensor.
7. No generators associated with the event shall operate after 6 p.m. and before 8 a.m.
8. The leased site must be maintained in an orderly and neat condition. Licensor may request Licensee to improve conditions of site within reason if conditions become unacceptable.
9. The Licensee shall notify the Truman Annex Master Property Owner's Association (TAMPOA) at least 30-days prior to the activity.
10. Ingress/egress by the licensee shall be coordinated with the Licensor.
11. The Licensee must provide or ensure 24-hour security for the licensed area either thru security guard or by fencing with locking gates.
12. City of Key West personnel shall be allowed access to the site at all times.
13. Licensee shall provide sufficient personnel to ensure proper and safe operation of the activity.

Initials of Applicant

JB

14. Licensee may not stay overnight on City of Key West property without prior approval by Licensor.
15. Entrance to City of Key West buildings is not authorized.
16. No alcoholic beverages/non-prescription drugs or food may be brought onto or sold on Licensor's property without prior approval from the City Commission.
17. Licensee must provide own portable toilets.
18. No trash may be left on site. Use of City of Key West dumpsters is not authorized unless prior approval is obtained.
19. Any use of NOAA's property or seawall must be coordinated with NOAA.
20. Use of the inner basin to anchor boats is not authorized.
21. No hazardous material or waste shall be used or stored on the premises without submitting a Hazardous Waste Handling and Spill Plan to the City of Key West.
22. Licensee is responsible for any and all environmental cleanup, restoration, fees, fines, etc. associated with the activity and shall put in place any and all measures to eliminate environmental contamination to the property that may be caused by the activity.
23. An environmental plan shall be submitted to the City detailing how Licensee will handle environmental waste such as lead based paint.
24. Licensee must take part in pre- and post-activity walk-through inspections with the Licensor's point of contact, or designee.
25. Licensee shall provide the Licensor's Point of Contact copies of all applicable deposits, insurance policies in force at the time of the license, and payments to City of Key West associated with this license.
26. All trash (including waste oil) and equipment including portable toilets and trailers shall be removed from the property no later than close out of business of the last day of this license. Licensee should plan accordingly. Licensor's may impose additional fees for use of property beyond license dates.
27. Licensee may be required to suspend activity as directed by City Staff during special events that occur at the Truman Waterfront.
28. In rare cases the Licensee at their sole expense may be required to move the activity to another location at the Truman Waterfront or off of the Truman Waterfront property if development of the Truman Waterfront and the activity are in conflict. Every effort will be made to avoid this occurrence.



**THE CITY OF KEY WEST**  
P.O. BOX 1409  
KEY WEST, FL 33041-1409

**RELEASE AND INDEMNIFICATION**  
Key West World Championship Races  
November 1 – 17, 2011

I **John Carbonell, President** being authorized to act on behalf of and legally bind **Super Boat International Productions, Inc.** doing business as the legal entity or association on whose behalf this application is made, do hereby release the City of Key West, its officers, agents and employees from any and all liability for damages arising out of, or related to the activities for which application for leave to use City property has been submitted; and do hereby further agree, on behalf of said entity or association to indemnify, and hold harmless the City of Key West, its officers, agents, and employees from and against any and all damages to personnel or property of the City, and against all claims for damages or injuries to other persons or property of any nature whatsoever, and for defense costs, including attorneys' fees at both trial and appellate levels, arising from the actions or omissions of the person(s) or legal entity(ies) on whose behalf the application is submitted, including, but not limited to, the sale and dispensing of alcoholic beverages, or otherwise arising from the actions of their members, licensees, customers, guest, invitees, or participants in the related activities permitted. The foregoing Release and Indemnification agreement does not apply to those claims for damages or injuries which result from the negligent actions or omissions of the City of Key West, its officers, agents, and employees.

Jane J. Cormack  
Signature of Witness

Jane Cormack  
Print Name

September 2, 2011

Date

~~John W. Carbonell, III~~  
Signature of Applicant

John W. Carbonell, III  
Print Name

September 2, 2011

Date





**KEY WEST FIRE DEPARTMENT  
FIRE MARSHAL'S OFFICE**

---

Please Check All That Apply To This Event

Cooking

- Deep Frying/Open Flame
- Charcoal Grill
- Gas Grill
- Food Warming Only
- Catered Food
- Plan for Cooking Oil Disposal
- No Cooking on Site

Electrical Power

- Generator
- 110 AC with Extension Cords
- DC Power

Road Closure

- Map of Closed Road with Fire Lane & Vendor Booth(s) Locations

Tents (More Than 200 SqFt.)

- Flame Resistance Certificate Navas Party Productions
- Size, Type, Location of Tent(s) 10 X 10 up to 40 X 60

Food Booths

- Food Booths – Total # 10 - 15
- Vendor Booths – Total # 5 - 10
- Total Number of Booths - 15 - 25

Parade

- Floats – Total # n/a



Maria Ratcliff &lt;mratclif@keywestcity.com&gt;

## Powerboat Races

5 messages

**Maria Ratcliff <mratclif@keywestcity.com>****Mon, Sep 19, 2011 at 1:15 PM**

To: Richard Sarver &lt;rsarver@keywestcity.com&gt;, Marcus Delvalle &lt;mdelvalle@keywestcity.com&gt;, Doug Bradshaw &lt;dbradsha@keywestcity.com&gt;

I still need the above mentioned department approvals for the Powerboat Races. Thanks

--

*Maria Ratcliff**Executive Administrator to City Manager  
and Special Events Coordinator**PH [\(305\) 809-3881](tel:305-809-3881)**Fax [\(305\) 809-3886](tel:305-809-3886)***Doug Bradshaw <dbradsha@keywestcity.com>****Mon, Sep 19, 2011 at 3:16 PM**

To: Maria Ratcliff &lt;mratclif@keywestcity.com&gt;

There is no license included for the Truman Waterfront with deposit and usage fee amounts

Doug Bradshaw  
Senior Project Manager  
City of Key West  
Engineering/Port  
[305-809-3792](tel:305-809-3792) office  
[305-797-8361](tel:305-797-8361) Cell

[Quoted text hidden]

**Maria Ratcliff <mratclif@keywestcity.com>****Mon, Sep 19, 2011 at 3:21 PM**

To: Doug Bradshaw &lt;dbradsha@keywestcity.com&gt;

I do have the license agreement. Just don't like to send it. I will collect the user fee from them but do not have it as of yet. Larry signed the License agreement and Jim will sign it today. What else mister.

[Quoted text hidden]

**Maria Ratcliff <mratclif@keywestcity.com>****Mon, Sep 19, 2011 at 3:22 PM**

To: Doug Bradshaw &lt;dbradsha@keywestcity.com&gt;

just sign the approval sheet and email it back. Geez

[Quoted text hidden]

**Doug Bradshaw <dbradsha@keywestcity.com>****Mon, Sep 19, 2011 at 3:24 PM**

To: Maria Ratcliff &lt;mratclif@keywestcity.com&gt;

With this email I approve it.

Doug Bradshaw

# World Championship Races

## CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

**EVENT (INITIAL SIGNOFF):**

**CONDITIONS/RESTRUCTIONS**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PUBLIC WORKS

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

POLICE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FIRE DEPARTMENT

Marcus del Valle

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

SEE ATTACHED MEMO

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PORT/KEY WEST DOT

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CODE COMPLIANCE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

KEY WEST PROPERTY  
MANAGEMENT

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PARKING DEPARTMENT

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3933

To: Conch Republic Offshore Powerboat Racing Association

From: Division Chief/Fire Marshal Marcus del Valle

Date: September 19, 2011

Reference: Powerboat Race and Events

This office reviewed the special event application for the Conch Republic Offshore Powerboat Racing Association Race and events to be held November 7-13, 2011.

The following conditions apply:

- Any cooking that takes place on city property needs to have a Life Safety Inspection.
- Attached are the vendor regulations for special events.
- One lane needs to stay clear of obstructions on the Duval Street closure to allow emergency vehicle passage.
- Fire Hydrants cannot be blocked by any type of vehicle.
- Fueling and Fire Boat details will be as past races.
- **Event coordinator is responsible for scheduling the inspection with this office.**

If I can be of any further assistance please contact me.

***Marcus del Valle***, Fire Marshal

Key West Fire Department  
1600 N. Roosevelt Blvd.  
Key West, Florida 33040  
305-292-8179 Office  
305-293-8399 Fax  
[mdelvalle@keywestcity.com](mailto:mdelvalle@keywestcity.com)

***Serving the Southernmost City***



World Championship Race  
Powerboat Races

CITY OF KEY WEST SPECIAL EVENTS  
DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS:

*Marcel Rattiff* *9-12-11*  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

✓ PUBLIC WORKS

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

✓ POLICE DEPARTMENT

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

✓ FIRE DEPARTMENT

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

✓ PORT/ Key West DOT

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

✓ CODE COMPLIANCE

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

✓ KEY WEST PROPERTY  
MANAGEMENT *Doug*

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PARKING DEPARTMENT

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

World Championship Race

**CITY OF KEY WEST SPECIAL EVENTS  
DEPARTMENT APPROVALS**

**EVENT (INITIAL SIGNOFF):**

**CONDITIONS/RESTRICTIONS:**

Maria Rakeiff 9-12-11  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PUBLIC WORKS**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE      DATE

**POLICE DEPARTMENT**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE      DATE

**FIRE DEPARTMENT**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE      DATE

**PORT/ Key West DOT**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE      DATE

**CODE COMPLIANCE**

\_\_\_\_\_  
\_\_\_\_\_

Dan Young 14 Sep 11  
SIGNATURE      DATE

**KEY WEST PROPERTY  
MANAGEMENT**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE      DATE

**PARKING DEPARTMENT**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE      DATE

# World Championship Race

## CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

Maria Ratzliff 9-12-11  
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PUBLIC WORKS

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

POLICE DEPARTMENT

[Signature] 9/14/11  
SIGNATURE DATE

① need  
extra duty officers  
② noise exemption  
③ ART PERMIT if  
A/C is being sold.

FIRE DEPARTMENT

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

PORT/ Key West DOT

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

CODE COMPLIANCE

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

KEY WEST PROPERTY  
MANAGEMENT

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

PARKING DEPARTMENT

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

---

**Maria Ratcliff** <[mratclif@keywestcity.com](mailto:mratclif@keywestcity.com)>  
To: Steve Torrence <[storrenc@keywestcity.com](mailto:storrenc@keywestcity.com)>

Thu, Sep 15, 2011 at 10:17 AM

Try again please and let me know if it still does not work. Thanks

[Quoted text hidden]

---

**Steve Torrence** <[storrenc@keywestcity.com](mailto:storrenc@keywestcity.com)>  
To: Maria Ratcliff <[mratclif@keywestcity.com](mailto:mratclif@keywestcity.com)>

Thu, Sep 15, 2011 at 2:11 PM

I just resent it --- I think it went through this time ---

Steve

[Quoted text hidden]

---

**Maria Ratcliff** <[mratclif@keywestcity.com](mailto:mratclif@keywestcity.com)>  
To: Steve Torrence <[storrenc@keywestcity.com](mailto:storrenc@keywestcity.com)>

Thu, Sep 15, 2011 at 2:18 PM

What fax number are you using?

[Quoted text hidden]

---

**Steve Torrence** <[storrenc@keywestcity.com](mailto:storrenc@keywestcity.com)>  
To: Maria Ratcliff <[mratclif@keywestcity.com](mailto:mratclif@keywestcity.com)>

Thu, Sep 15, 2011 at 2:27 PM

I got a no answer 809-3886

[Quoted text hidden]

---

**Maria Ratcliff** <[mratclif@keywestcity.com](mailto:mratclif@keywestcity.com)>  
To: Steve Torrence <[storrenc@keywestcity.com](mailto:storrenc@keywestcity.com)>

Thu, Sep 15, 2011 at 2:41 PM

I don't know why, I just received a fax from another person. Can you scan and send?

[Quoted text hidden]

---

**Jim Fitton** <[jfitton@keywestcity.com](mailto:jfitton@keywestcity.com)>  
To: Maria Ratcliff <[mratclif@keywestcity.com](mailto:mratclif@keywestcity.com)>

Fri, Sep 16, 2011 at 8:57 AM

I got it when I was on the road and couldn't open it, thanks for the reminder. No issues for P&T

Jim Fitton  
Port and Transit Director  
City of Key West  
[\(305\) 809-3795](tel:(305)809-3795) office  
[\(305\) 725-6446](tel:(305)725-6446) cell

---

**From:** Maria Ratcliff [<mailto:mratclif@keywestcity.com>]

**Sent:** Tuesday, September 13, 2011 3:23 PM

**To:** Richard Sarver; Steve Torrence; Marcus Delvalle; Jim Fitton; Jim Young; Doug Bradshaw

**Subject:** Powerboat Races

[Quoted text hidden]

**RECEIVED**

**SEP 20 2011**

**CITY MANAGER**

Key West Business Guild  
Mixer + Toy Drive

**CITY OF KEY WEST SPECIAL EVENTS  
DEPARTMENT APPROVALS**

**EVENT (INITIAL SIGNOFF):**

Mana Katushi 9/14/2011  
SIGNATURE DATE

**CONDITIONS/RESTRICTIONS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PUBLIC WORKS**

[Signature] 9-13-11  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**POLICE DEPARTMENT**

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FIRE DEPARTMENT**

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PORT/ Key West DOT**

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CODE COMPLIANCE**

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**KEY WEST PROPERTY  
MANAGEMENT**

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PARKING DEPARTMENT**

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**RECEIVED**

*World Championship Race*

**SFP 20 2011**

**CITY MANAGER**

**CITY OF KEY WEST SPECIAL EVENTS  
DEPARTMENT APPROVALS**

**EVENT (INITIAL SIGNOFF):**

**CONDITIONS/RESTRICTIONS:**

*Maria Bateiff* 9-12-11  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PUBLIC WORKS**

*[Signature]* 9-13-11  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**POLICE DEPARTMENT**

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FIRE DEPARTMENT**

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PORT/ Key West DOT**

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CODE COMPLIANCE**

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**KEY WEST PROPERTY  
MANAGEMENT**

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PARKING DEPARTMENT**

\_\_\_\_\_  
SIGNATURE      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Event Name: \_\_\_\_\_

**RECEIVED**

SEP 07 2011

CITY MANAGER

## Special Event Checklist

Everything must be checked off before submitting the special event application

| X | TITLE   | COMMENTS                       |
|---|---|--------------------------------|
| X | Special Event Application   |                                |
| X | Noise Exemption<br>(If applicable)                                  |                                |
| X | \$50.00 for Noise   | Check 6190                     |
| X | Ordinance initialed   |                                |
| X | Recycling checklist completed                                       | Waste Management to Supply     |
| X | Recycling deposit \$1,000.00  |                                |
| X | Recycling Plan  | Waste Management to Supply     |
| X | Authorization Letter for continuous cleaning of recycled area       | Waste Management to Supply     |
| X | Signatures of No Objection of Street closure<br>(If applicable)     | N/A                            |
| X | Insurance naming the City as additional insured                     |                                |
| X | Financial of previous event<br>(If applicable)                      |                                |
| X | Release & Idemnification Form                                       |                                |
| X | Site Map ( where barricades, stages, etc are to go)                 | Site and Race Course           |
| X | Letter from non profit that states they will be receiving the funds | <i>They are the non profit</i> |

*Deana - 296-6166*