

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

Name of Applicant(s) Key West Gator Club c/o UF Alumni Association

Address of Applicant(s) P.O. Box 5529, Key West, FL 33045

Phone Number of Applicant(s) 305-747-4017 Fax: _____ Email amber.ernsteonard@gmail.com

Name of Non-Profit (s) Key West Gator Club c/o UF Alumni Association

Address of Non-Profit(s) P.O. Box 5529, Key West, FL 33045

Phone Number of Non-Profit(s) 305-747-4017

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving 100%

Date/Dates of Event October 11, 2014

Hours of Operation 5:00 am - 11:55 am

Estimated/anticipated number of persons per day 1000

Location of Event Most of the event will be on Front St from Simonton to Duval in front of Rum Barrel Restaurant

Street Closed Front St. (Duval - Simonton) + Simonyton Beach

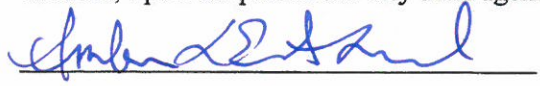
Detailed description of event Full and 1/2 Marathon on 10/11 in the morning through Key West

Full Marathon to extend to Big Coppitt

Noise exemption required: Yes No

Alcoholic beverages sold/served at event: Yes

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 hold the City of Key West harmless from and against all liability, claims for damages, 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.



7/30/14

Applicants Signature

Date

Financial Statement of the event of the previous year must be submitted with application

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

\$50.00

Date 7/1/2014

Applicant Name Key West Gator Club c/o UF Alumni Association

Applicant Address P.O. Box 5529, Key West, FL 33045

Applicant Phone Number 305-747-4017

Event Name Sothernmost Marathon and Half Marathon

Event Address/Location Front St in front of Rum Barrel Restaraunt

Date of Event October 11, 2014

Nature of Event Running event through the streets of Key West.

Profit Non Profit

Time(s) Request for Exemption 5:00 am - 11:55 am

Number of Exemptions at this location this cale

Date of last exemption 10/12/2014

City of Key West
*** CUSTOMER RECEIPT ***
Oper: KEYWALM Type: OC Drawer: 1
Date: 8/06/14 45 Receipt no: 35869

Description	Quantity	Amount
SS	SPECIAL EVENTS PAYMENTS	
	1.00	\$50.00

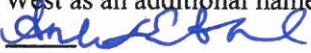

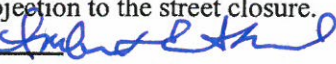


G/L account number:
00100003429300
00100001040000









KW GATOR CLUB MARATHON
NOISE EXEMPTION

Tender detail		
CK CHECK	1150	\$50.00
Total tendered		\$50.00
Total payment		\$50.00


Trans date: 8/06/14 Time: 13:01:55

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 it's 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 

KEY WEST GATOR CLUB
SOUTHERNMOST MARATHON
P.O BOX 5529
KEY WEST, FL 33045

1151
63-9138/2631

DATE 7/30/14

PAY TO THE ORDER OF City of Key West

\$ 1,000 -

One thousand

DOLLARS



BRANCH BANKING AND TRUST COMPANY
1-800-BANK BBT BBT.com

FOR Recycling deposit

Mrs. [Signature]

MP



City of Key West
*** CUSTOMER RECEIPT ***
Oper: KEYWALW Type: DC Drawer: 1
Date: 8/06/14 45 Receipt no: 35870

Description	Quantity	Amount
SS	SPECIAL EVENTS PAYMENTS	
	1.00	\$1000.00

G/L account number:
00100003429300
00100001040000

KEY WEST GATOR CLUB MARATHON

Tender detail		
CK CHECK	1151	\$1000.00
Total tendered		\$1000.00
Total payment		\$1000.00

Trans date: 8/06/14 Time: 13:03:06



July 27, 2014

Jim Scholl
City Manager
525 Angela Street
Key West Florida 33040

Re: Southernmost Marathon Recycling Plan

Dear Mr. Vitas,

As requested, below is our recycling plan for the Key West ½ Marathon.

First, let me briefly describe the event. It's a running race through the streets of Key West, up to Boca Chica and back to the Rum Barrel where the awards and post-race celebration will be held.

The event will have water stations set up to recycle through out the course. There will be at least one person at each water station responsible for cup collection and after the race we will then make certain the course is clean of all trash and debris and that the recyclable material from each water station are provided to Waste Management.

At the completion of the race or the "finish line", bottled water and bottled Gatorade are provided. Our recycling plan revolves around providing recycling containers through out the finish and awards area located at and around Front Street while also inside Rum Barrel (private property).

We have teamed up with Waste Management to provide containers as well as collections of the recyclable plastic byproducts due in part to our event, both on the course and after the race.

As event organizers, we consider the simplest plan the best plan. We anticipate 1 recyclable container for every "existing" trash bin that will be more than sufficient as well as easily manageable.

Feel free to contact me with any questions you might have.

Go Gators!
Sincerely,

A handwritten signature in blue ink that reads "Jim S. Wilson".

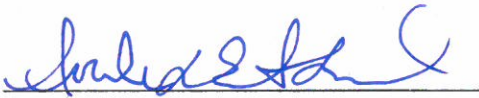
Jim Wilson
Key West Half Marathon
Recycling Chair



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.





No Objection to Street Closure on October 11, 2014 from 5:00 a.m. - 11:00 am

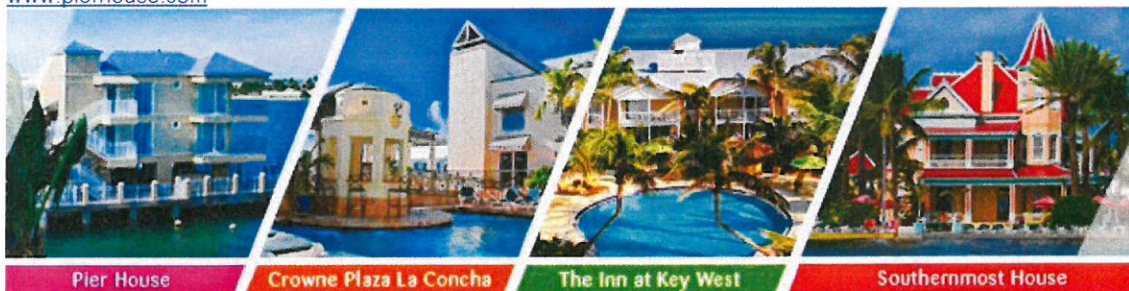
Rum Barrel	<u>Rebecca Kelly</u>
Pier House	<u>[Signature]</u>
Island Dogs	<u>[Signature]</u>
Historic Tours of America	<u>[Signature]</u>
Fairvilla	<u>[Signature]</u>
Two Friends	<u>[Signature]</u>
Row 2010	<u>[Signature]</u>
	<u> </u>
	<u> </u>

"Dantoni, Joe" <jdantoni@pierhouse.com>
To: Javier Garrido
Re: Steert Closure

July 30, 2014 1:21 PM

Not a problem.
Thanks

Joe Dantoni
Vice President/General Manager Key West Hotels
Pier House Resort and Spa
1 Duval Steet
Key West, FL 33040
Hotel Line 305-296-4600
Direct Line 305-295-3200
www.pierhouse.com



On Wed, Jul 30, 2014 at 11:24 AM, Javier Garrido <jgarrido01@bellsouth.net> wrote:

Good morning Joe, hope all is well. Javier from Local Enterprises here.
Just wanted to email you regarding Pat Croce's Southernmost Marathon in October.
We're submitting for permitting later today and asking to close Front St., same as last year. It'll only be until 11:30 am on a slow Saturday in October. Proceeds go to local scholarships and it shouldn't impact your guests much.
Feel free to contact me with any questions you might have.
Thanks.

Javier Garrido
3201 Flagler Ave., Suite 501
Key West, FL 33040
[305/293-4501](tel:3052934501)
[305/293-4503](tel:3052934503) Fax

2013 Southernmost Marathon

Revenues

Active Entries	\$45,110.50
Sponsors	\$14,950.00
Water Stations	\$300.00
Mile Sponsors	\$200.00
Day of Entires?	\$531.00
Cash	\$853.00
TDC	\$25,462.58
Square	\$2,662.85
Refunds	-\$145.00

Total Revenues: \$89,924.93

Expenses

City permitting	\$450.72
Zitos	\$13,711.86
Square Fees	\$84.42
Advertising	\$11,917.71
Rack Cards	\$111.00
Shirts	\$254.80
Web Site	\$6,029.25
Hat Corrections	\$150.00
KWPD	\$3,057.50
MCSO	\$360.00
Balloon Arch	\$322.50
Ft. Zach	\$60.00
DJ	\$500.00
Volunteers	\$2,775.00
Burlesque	\$700.00
Timing	\$5,668.00
Equip rental	\$791.40
Banners	\$498.00
Stickers	\$345.21
WM	\$1,190.00
Ice	\$116.74
Web Design	\$1,875.00
Food	\$544.68
Accomodations	\$280.00
Always Advancing	\$2,890.00
Wristbands	\$62.85
Discount Mugs	\$529.14
Wares Direct	\$1,289.37
Hammer Nutrition	\$512.40
Voss Signs	\$2,248.67
Trophies	\$254.78

Advertising	Competitor	\$4,000.00
	Rodale	\$4,850.00
	SF Running	\$272.00
	Active	\$2,051.90
	Facebook	\$743.81
	Total	\$11,917.71

Shipping	\$192.67
Amazon	\$253.84
Supplies	\$396.91
Rum Barrel	\$108.04
Ambulance	\$675.00
Truck Rental	\$59.19
Wonderdog (Map)	\$324.00
Unknown (to balance)	\$30.00
Total Expenses:	\$61,620.65

Net Income \$28,304.28

Supplies	Office Max	\$180.89
	Kmart	\$21.46
	Home Depot	\$158.58
	Dollar Tree	\$18.58
	CVS	\$17.40
	Total	\$396.91



CERTIFICATE OF LIABILITY INSURANCE

UFFOU-1

OP ID: CR

DATE (MM/DD/YYYY)

08/05/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ellett Insurance, P.L. 905 NW 56th Terrace, Suite A Gainesville, FL 32605-6408 Ellett Insurance, P.L.	CONTACT NAME: Ellett Insurance, P.L.
	PHONE (A/C, No, Ext): 352-331-8044 FAX (A/C, No): 352-331-2347 E-MAIL ADDRESS: ellett@bellsouth.net
INSURED Univ of Florida Foundation Inc Attn: Lorraine Burton P.O. Box 14425 Gainesville, FL 32604-2425	INSURER(S) AFFORDING COVERAGE INSURER A : Owners Insurance Company NAIC # 32700
	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		78586654	08/01/2014	08/01/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Emp Ben. \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	X		78586654	08/01/2014	08/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: **Key West Gator Club "Southernmost Marathon" in the City of Key West on October 11, 2014**

CERTIFICATE HOLDER

CITYK-1

City of Key West
3132 Flagler Avenue
Key West, FL 33040

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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SOMO Turn Around

941

Jade Dr

Aquamarine Dr

Diamond Dr

Sapphire Dr

Emerald Dr

Hwy 5

Flipper Rd

Porpoise Blvd

Dandi Rd

Google earth

© 2014 Google

Imagery Date: 3/7/2013

24°35'52.66" N 81°39'09.27" W elev 2 ft eye alt 1843 ft

1994





© 2014 Google

Google earth

Imagery Date: 3/7/2013 24°34'14.89" N 81°42'34.87" W elev -1 ft eye alt 13.38 mi

Southernmost Marathon Measured Points

Start: Front Street in line with the West Wall of Rum Barrel.

Mile 1: On Fort Road in Ft Zachary Taylor State Park 18' South or PP NS29 6B.

Mile 2: On Fort Road out of park 75' North of Power and light pole C2B.

Mile 3: On South Street in front of Southernmost House, 15' West of Duval Street Stop Sign.

Mile 4: Atlantic Blvd. Between 30MPH sign and East Higgs Beach Handicapped Parking lot.

Mile 5: Along Smathers Beach sidewalk 110' East of Light and Power Pole N1 75.

Mile 6: Along S Roosevelt Sidewalk, across from the 3rd Port, West of East side of East Martello Fort.

Mile 7: Along S Roosevelt Sidewalk before Rivera Bridge, in line 25' N of PP P2-55, (on West side of Road).

Mile 8: On Golf Course US 1 Path across from WC Cycle 15' West of large metal underground access plate.

Mile 9: On US 1 path, past Key Haven RD 50' West of Light Pole, B2 48.

Mile 10: At top of Boca Chica Bridge hump on pedestrian path over bridge.

Mile 11: On US 1 Path on Boca Chica, 37' East of PP 32.

Mile 12: On US 1 Path on Boca Chica, 112' E of PP 48 and 63' W of Bike Lane Ends sign.

Mile 13: On US 1 Path on Boca Chica, just before Divided Hwy Ends at 45 MPH Speed limit sign.

Mile 14: On US 1 Path on Boca Chica, at PP 95 on South Side of US 1.

Turn Around Point: On Boca Chica Road Bike Path, 40' South of centerline of Flipper Road.

Mile 15: On US 1 Path on Boca Chica, in line with Dion's E wall 35' East of PP 94.

Mile 16: On US 1 Path on Boca Chica, 155' E of Pedestrian mark on Rockland Dr.

Mile 17: On US 1 Path on Boca Chica, 155' West of PP 48.

Mile 18: On US 1 Path on Boca Chica 180' East of PP 31.

Mile 19: On US 1 on Boca Chica Bridge West of center of hump on pedestrian path over bridge.

Mile 20: On US 1 Path along US1, East of Key Haven Rd. 58' West of Light Pole, W B 2 46.

Mile 21: College loop Road, East of College entrance drive. 72' East of PP CRW

Mile 22: US 1 Path, 64' East of Cow Key Bridge retainer, 112' W of Power pole (un marked) at West side of College road West.

Mile 23: On North Roosevelt Pedestrian path directly across from 1st State Bank Sign.

Southernmost Marathon Measured Points

Mile 24: On North Roosevelt Pedestrian Path, Directly across from Conch Plaza Tall Sign, 25' West of unmarked light pole

Mile 25: On Palm Ave. Pedestrian path 5' East of West side of Buss Shelter, in front of City of Key West Transportation Building.

Mile 26: On Simonton Street 6' South of Green Street Stop sign.

Finish: Front Street in line with the West Wall of Rum Barrel.



THE CITY OF KEY WEST

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

**RELEASE AND INDEMNIFICATION
Key West Gator Club
Full & ½ Marathon
October 11, 2014, 2014**

I Amber Ernst Leonard being authorized to act on behalf of and legally bind Key West Gator Club 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, guests, 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.

Carrie E. Groomes
Signature of Witness

CARRIE E. GROOMES
Print Name

Aug. 11, 2014
Date

Amber Ernst Leonard
Signature of Applicant

Amber Ernst-Leonard
Print Name

8/11/2014
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
- Size, Type, Location of Tent(s)

Food Booths

- Food Booths – Total # _____
- Vendor Booths – Total # _____
- Total Number of Booths - _____

Parade

- Floats – Total # _____

Event Name: Southernmost MARATHON (SOMO)

Special Event Checklist

Everything must be checked off before submitting the special event application

X	TITLE	COMMENTS
✓	Special Event Application	
✓	Noise Exemption (If applicable)	
✓	\$50.00 for Noise	
✓	Ordinance initialed	
	Recycling checklist completed	
✓	Recycling deposit \$1,000.00	
✓	Recycling Plan	
✓	Authorization Letter for continuous cleaning of recycled area	
✓	Signatures of No Objection of Street closure (If applicable)	
✓	Insurance naming the City as additional insured	NOTE: BLANKET POLICY FROM UP, NEED TO BE PROVIDED 14 DAYS PRIOR.
✓	Financial of previous event (If applicable)	
	Release & Idemnification Form	
✓	Site Map (where barricades, stages, etc are to go)	
	Letter from non profit that states they will be receiving the funds	WE ARE THE non-profit

Key West Gator c/o UF Alumni Ass
Saturday, Oct 11, 2014

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

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS:

Maria Latour
SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

Steve Torrence 7/31/14
SIGNATURE DATE

Meeting required with Traffic Coordinator
and KPWD Special Events Coordinator
approval pending meeting

FIRE DEPARTMENT

SIGNATURE DATE

KEY WEST DOT

SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

DOUG BRADSHAW/PORT

SIGNATURE DATE

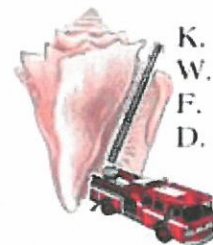
PARKING DEPARTMENT

SIGNATURE DATE

Key West Gator Club

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):	CONDITIONS/RESTRICTIONS
_____ SIGNATURE DATE	_____ _____ _____
PUBLIC WORKS	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____
POLICE	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____
FIRE DEPARTMENT	<u>SEE ATTACHED MEMO</u>
Daniel Blanco 8/04/14	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____
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: Javier Garrido (Fax# 293-4503)

From: Division Chief/Fire Marshal Danny Blanco

Date: August 4, 2014

Reference: KW Gator Club ½ Marathon

This office reviewed the special event application for the KW Gator Club ½ Marathon to be held on the 500 block of Front St. and Simonton Beach on Oct 11, 2014.

The following conditions apply:

- **Road closures need to allow one lane open for emergency vehicle .**

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

Danny Blanco, Fire Marshal

Key West Fire Department
1600 N. Roosevelt Boulevard
Key West, Florida 33040
305-809-3933 Office
305-292-8284 Fax
dblanc@keywestcity.com

Serving the Southernmost City

326E LSN W3X
KEY WEST

Key West Gator c/o UF Alumni Ass
Saturday, Oct 11, 2014

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

EVENT (INITIAL SIGNOFF):

Maria Katchugh
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

KEY WEST DOT

SIGNATURE DATE

CODE COMPLIANCE

Jim Yong *1 Aug 14*
SIGNATURE DATE

DOUG BRADSHAW/PORT

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE

Key West Gator c/o UF Alumni Ass
Saturday, Oct 11, 2014

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

EVENT (INITIAL SIGNOFF):

Maria Latough
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

KEY WEST DOT

Rogelio Hernandez / R.D. 8-8-14
SIGNATURE DATE

Bus route detour

CODE COMPLIANCE

SIGNATURE DATE

DOUG BRADSHAW/PORT

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE

Key West Gator c/o UF Alumni Ass
Saturday, Oct 11, 2014

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

EVENT (INITIAL SIGNOFF):

Marie Katchugh
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓

PUBLIC WORKS

SIGNATURE DATE

✓

POLICE DEPARTMENT

SIGNATURE DATE

✓

FIRE DEPARTMENT

SIGNATURE DATE

✓

KEY WEST DOT

SIGNATURE DATE

✓

CODE COMPLIANCE

SIGNATURE DATE

DOUG BRADSHAW/PORT

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