

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

**RECEIVED**

MAY 07 2015

Name of Applicant(s) **Key West Goombay Festival, Inc. /Bahama Village CC**  
Address of Applicant(s) **Key West, Florida**  
Phone Number of Applicant(s) **770 401-7932** Fax: **None** Email **glenwoodl@bellsouth.net**  
Name of Non-Profit (s) **Key West Goombay Festival Inc, Bahama Village Com. Coalition**  
Address of Non-Profit(s) **Various locations in the city limits**  
Phone Number of Non-Profit(s) **770-401-7932**

**CITY MANAGER  
OFFICE**

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

Date/Dates of Event **Third Thursday, Friday and Saturday in October, consistent with the beginning of Fantasy Fest annually**

Hours of Operation **10AM – 1AM each occurrence**

Estimated/anticipated number of persons per day **10,000**

Location of Event **Truman Water Front Park to Duval Street on Petronia Street, Key West, Fla**

Street Closed **Petronia Street the cross streets and parallel streets one block in each direction**

Detailed description of event : **Annual cultural celebration featuring vendors and live music**

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)/permitted 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.

Printed Name: **Glenwood Lopez**

Applicants Signature

Date **04/16/2015**

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 4/16/2015

Applicant Name Bahama Village Community Coalition

Applicant Address Key West, Florida

Applicant Phone Number 770-401-7932

Event Name Key West Goombay Festival

Event Address/Location Key West, Florida (Petronia Street and Truman

Date of Event **Third Thursday, Friday and Saturday in October, consistent with the beginning of Fantasy Fest annually**

Nature of Event **Annual cultural celebration featuring vendors and live music**

Profit \_\_\_\_\_ Non Profit **X**

Time(s) Request for Exemption **10AM – 1AM each occurrence**

Number of Exemptions at this location this calendar year **0**

Date of last exemption **First time applicant**

#220

02-29

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 provision of additional 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

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

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 (1-1/2%) per month.

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

(d) The first \$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.

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 person 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.

~~Percentage of the revenue to be as specified in this ordinance shall be used to support the operation of the city and to additional charities.~~

~~received from the special event~~ 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 twenty-five percent (25%) of the sponsor's gross revenues or \$1,000.00, 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 manager with a letter of assent

Section 5. That section 6-58 of the Code of Ordinances is hereby amended as follows

**Sec. 6-58. Major festival.**

(a) A major festival is a special event of regional impact. Major festivals are: FancyFantasy Fest, Hemingway Days, Goombay Festival, Conch Republic Celebration, the Poker Run, the Valentine's Day event for Wesley House, the Red Ribbon event at Mengel-a 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 sponsor, or a bar or to provide~~

~~charitable~~

(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 with 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



therefrom 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.

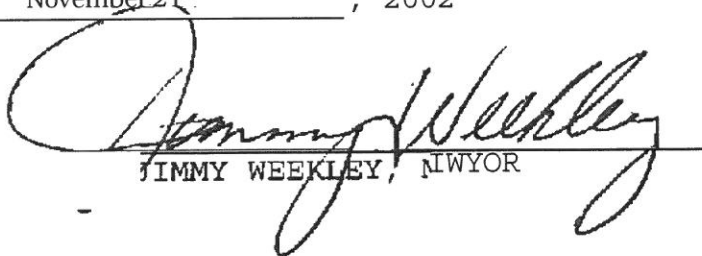
Read and passed on first reading at a regular meeting held this 16th day of October, 2002

Read and passed on second reading at a regular meeting held this 6th day of November, 2002

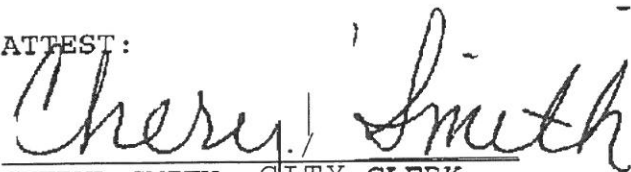
Read and passed on final reading at a regular meeting held this 19th day of November, 2002.

Authenticated by the presiding officer and Clerk of the Commission on 21st day of November, 2002

Filed with the Clerk November 21, 2002

  
JIMMY WEEKLEY, NWYOR

ATTEST:

  
CHERYL SMITH, CITY CLERK



**THE CITY OF KEY WEST**

POST OFFICE BOX 1409  
KEY WEST, FLORIDA 33041-1409  
WWWKEYWESTCF1Y.COM

**MEMORANDUM**

**TO:** Mayor & Members of the City Commission

**FROM:** Robert Tischenkel τ  
City Attorney

**DATE:** October 17, 2002

**RE:** Special Events Ordinance  
Second Reading

The following are the changes made to the Special Events Ordinance for second reading:

Section 6-26. The requirement of certified check or credit card applies only to the down payment.

Section 6-27. The requirement of payment for parking meters has been removed altogether. In its place is a new section concerning food and beverage booths, and a prohibition against their placement in front of or near restaurants and bars.

Section 6-56. The contact person's telephone number is now required.

Section 6-57. Each nonprofit organization named by a sponsor in the application must provide a letter of assent to the City Manager.

The effective date of the ordinance is January 1, 2003.

# 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 GL 

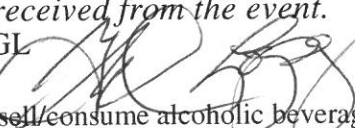
4. The applicant shall indemnify and hold the City harmless from all losses, claims, damages, liabilities, and expenses which may be incurred by the City or which may be claimed against the City by any person, firm to the person or property of any person, ifrm, corporation, or entity which are consequent 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 GL 

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 GL 

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 GL 

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 ofifcer(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 GL 

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 GL 

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

Sponsor's Signature GL 

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 GL 

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 GL 

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 GL 

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 GL 

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 GL 

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 GL 

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 GL 

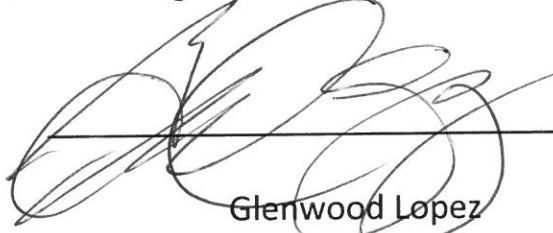
17. Special Events organizers must submit a adequate recycle plan for the size of the event being requested. Helpful hints and recycling requirements for special events can be found on the city's website. This will help you develop your plan.

Sponsor's Signature GL 

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 GL 

The signature below is acknowledgement that I have read and understand the above terms.

  
Glenwood Lopez

Bahama Village Community Coalition

Key West Goombay Inc.



## **Special Events Recycle Plan 2015**

### **Key West Goombay Festival 2015**

**October 23 & 24, 2015**

**Recycle coordinator: Craig Allen with Margaret Lara of Waste Management**

Recycle coordinator will:

- Educate and train recycling staff, vendors, attendees and participants of event policies
- Coordinate the lease of recycle bins, the pick-up and maintenance of the containers and the recyclables
- Report the volume recycled to the city through Maria Ratcliff
- Ensure food waste containers are adjacent to recycle bins
- Stage volunteers to ensure proper separation is adhered to
- Locate public recycle areas with trash receptacles near vendors bathrooms, the entrance and exits

**Event staff will agree to meet the city's minimum requirements**

1. Recycle bins for cans and bottles within 50 feet of all drink/drink sales locations
2. Recycle we will have one for one by each trash bin will be a recycle bin
3. Delivery of recycle bins and the sorted waste will be by Waste Management
4. Adequate recyclable and other debris containers will be place throughout the festival area
5. Visible signage will be provided to direct everyone to comply with the festivals recycle plan

# Complete Checklist for Event Recycling

## City Of Key West

- Identify contact person at the festival responsible for working with recycling.  
Name of person: **Glenwood Lopez** Phone number: **770-401-7932**
- 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: **All the above**
- 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: **To be determined by industry standard**
- 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: **See attached Waste Management agreement**
- Capacity of containers on grounds:  
Contact person for containers: **Glenwood Lopez** Phone #: **770-401-7932**
- Order signs to inform customers of recycling. Signs are needed for point-of-purchase locations and recycling containers. **Craig Allen**
- 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. **Craig Allen**
- Arrange for emptying of recycling containers during the event — from the containers on the grounds to the large container.  
Arrangements made: **See attached Waste Management agreement**
- 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: **See attached Waste Management agreement**
- 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.
- Oversee the delivery of containers and placement of signs. **Craig Allen**
- Place recycling containers next to trash cans on the grounds and insert liner bags. All recycling  
**Craig Allen**

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

- Monitor recycling containers for correct usage during the event and take actions to solve problems.  
Problems: NA  
Actions taken: NA

- View trash barrels and note any recyclables in the trash. Take actions to solve problems.  
Problems: NA  
Actions taken: NA

- 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: **See attachment (A) photos of past Goombay Festival in which the applicant has been associated.**

- Ensure that recyclables are removed and taken to the large container when bins are full and that liner bags are replaced. **Private contractor or city staff will be contracted for maintenance**

- At the end of the event, remove signs and arrange for their return to owners. **Festival Organizers**

- Place recycling containers in the pick-up location, as arranged with the providers of the containers. **Festival Organizers**

- 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: **To be determined after the event by Waste Management**

Contamination: **To be determined after the event by Waste Management**

- Prepare a report on the program including strategies used, amount of material diverted, comments and suggestions from participants and future recommendations. **Debris Contractor and the Bahama Village Community Coalition**

- Share the results with event organizers.

- Security deposit of \$1000.00 must be submitted prior to the event. **Check enclosed with the application**

- Security deposit returned: **Immediately after the event**

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



BAHAMA VILLAGE  
COMMUNITY COALITION, INC.  
P. O. BOX 903  
KEY WEST, FL 33040

81-275/829

221

DATE

1/30/2015  
PMP

PAY TO THE  
ORDER OF

City of Key West

\$ 1,000.00

one thousand

~~100~~ DOLLARS

Heat  
Reactive  
Ink



www.my100bank.com

MEMO

Goombay 2015

*[Signature]*

MP

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK; DETAILS ON BACK

© DELUXE 100 BANK CENTENNIAL BANK SAFETY PAPER HIGH SECURITY



**THE CITY OF KEY WEST**

- Post Office Box 1409 Ke2, West. a 33041-1409 (3U5) 809-38.8 -

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.

A handwritten signature in black ink, consisting of several large, overlapping loops and a long horizontal line extending to the right.

**ATTACHMENT A**

LICENSE FOR USE OF CITY OF KEY WEST OWNED PROPERTY

LICENSE NUMBER

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 TERMS AND CONDITIONS SET FORTH BELOW, AND ON ATTACHMENTS B, AND C. BY THE EXECUTION HEREOF THE LICENSEE AGREES TO COMPLY WITH ALL SUCH TERMS, CONDITIONS, AND GENERAL PROVISIONS.

I. PROPERTY LOCATION

KEY WEST, FLORIDA

2. DATES COVERED

FROM \_\_\_\_\_ TO \_\_\_\_\_

3. DESCRIPTION OF PROPERTY (INCLUDE ROOM AND BUILDING NUMBERS WHERE APPROPRIATE)

TRUMAN WATERFRONT PROPERTY

k. PURPOSE OF LICENSE

5. LICENSOR

CITY OF KEY WEST

5a. CITY REPRESENTATIVE (TITLE AND ADDRESS)

DOUG BRADSHAW, PORT PROJECT MANAGER, P.O. BOX 6434, KEY WEST, FL 33041-6434, (305) 809-3792

6. LICENSEE (NAME AND ADDRESS)

6a. LICENSEE REPRESENTATIVE (NAME/ADDRESS/PHONE)

7. REFUNDABLE DEPOSIT FOR USE OF PROPERTY (PAYABLE IN ADVANCE)  
(IF NO CASH PAYMENT IS REQUIRED, ENTER "NONE" UNDER ITEM 7a "AMOUNT")

a. AMOUNT

b. FREQUENCY PAYMENTS DUE	c. FIRST DUE DATE	d. TO (MAILING ADDRESS)
One time payment	Submitted with License	Port office at P.O Box 6434, Key West, FL 33041-6434

8. ADDITIONAL CHARGES FOR USE OF PROPERTY

(IF NO CASH PAYMENT IS REQUIRED, ENTER "NONE" UNDER ITEM 8a "AMOUNT")

a. AMOUNT (EACH PAYMENT)	b. FREQUENCY PAYMENTS DUE	c. FIRST DUE DATE	d. TO (MAILING ADDRESS)
			Port office at P.O Box 6434, Key West, FL 33041-6434

9. INSURANCE REQUIRED AT EXPENSE OF LICENSE

(IF ANY OR ALL INSURANCE REQUIREMENTS HAVE BEEN WAIVED, ENTER "NONE" TN a, b, c, OR d AS APPROPRIATE)

TYPE	MINIMUM AMOUNT	TYPE	MINIMUM AMOUNT
a. FIRE AND EXTENDED COVERAGE	SEE ITEM #10	c. THIRD PARTY PERSONAL INJURY PER PERSON	SEE ITEM# 10
b. THIRD PARTY PROPERTY DAMAGE	SEE ITEM#10	d. THIRD PARTY PERSONAL INJURY PER ACCIDENT	SEE ITEM #10

10. GENERAL CONDITIONS (SEE ATTACHED)

Licensee shall carry (A.) COMPREHENSIVE AUTOMOBILE INSURANCE AND VEHICLE LIABILITY INSURANCE FOR OWNED AND NONOWNED 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 PROVISIONS TN ATTACHMENT B AND C.

E. EXECUTION OF LICENSE

FOR	BY		DATE
	NAME AND TITLE	SIGNATURE	
CITY OF KEY WEST	MR. JIM SCHOLL, CITY MANAGER		
LICENSEE			

IF LICENSEE IS A CORPORATION, ATTACH CERTIFICATION OF SIGNATURE.

## ATTACHMENT B: GENERAL CONDITIONS

- 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
- 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, 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. N9 additions to, or alterations of, the premises or facilities shall be 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 it, 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,

## Initials of Applicant

which the Licensee is required to effect pursuant to this paragraph, the Licensor shall direct payment to the Licensee of so much of the proceeds of any insurance carried by the Licensee and made available to the City of Key West on account of loss of or damage to any item or part of the premises or facilities as may be necessary to enable the Licensee to effect such repair, rebuilding or replacement. In event the Licensee shall not have been required to effect such repair, rebuilding, or replacement, and the insurance proceeds allocable to the loss or damage which has created the need for such repair, rebuilding or replacement have been paid to the Licensee, the Licensee shall promptly refund to the Licensor the amount of such proceeds.

- 1. 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.
1. 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 hereatetelea 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.
111. All activities authorized hereunder shall be subject to such 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.
11. The laws of the State of Florida shall govern the validity of 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.

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 \$ 0 refundable deposit and a 1 zero 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

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 said 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 bey-Cond license dates.
27. Licensee may he 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.

ALL EVENTS REQUESTING ACCESS  
TO UTILIZE THE TRUMAN  
WATERFRONT PROPERTY MUST HAVE A  
SIGNED LICENSE FOR USE OF THE  
PROPERTY PRIOR TO THE SPECIAL EVENT  
RESOLUTION GOING TO CITY  
COMMISSION

PLEASE CONTACT DOUG MRADSHAW AT  
305409-3792 TO SCHEDULE THE EVENT AND  
OBTAIN A LICENSE



# THE CITY OF KEY WEST

Parking Division

P.O.Box 1409, Key West, FL 33040

## Parking Requests for Special Events

Please describe any Special Event Parking requests below:

The event organizers will request all tour busses to park in the designated tour bus Parking area near the Truman Water Front, no other special request are required for this event.

Mallory Square Rates: \$4.00 per hour or \$32.00 per day per space

Key West Bight Rates: \$2.00 per hour or \$16.25 per day per space

On-Street Meter Rates: \$1.50 per hour or \$20.00 per day per space.

Vendors and Event Organizers must pay for metered parking used outside of Event Zone.

Modification of rates or parking waivers can only be approved by City Commission.

If you have any questions, please contact John Wilkins, Parking Manager at (305) 809 3855 or email [iwilkinskeywestcity.com](mailto:iwilkinskeywestcity.com)



THE UNDERSIGNED BUSINESS OF KEY WEST FLORIDA SUPPORT THE STAGING OF THE GOOMBAY FESTIVAL ON PETRONIA STREET HOSTED BY THE BAHAMA VILLAGE COMMUNITY COALITION ON OCTOBER 16 & 17, 2015.

- |    | NAME                         | ADDRESS           |                |
|----|------------------------------|-------------------|----------------|
| 1  | Island Beauty Supply         | 1430 Gilman St    |                |
| 2  | Enter of Paper Minstrel Inc. | 1116 White Street |                |
| 3  | State Ina SANTIAGO's Bodega  | 207 PETRONIA ST   | (305) 296-7691 |
| 4  | CARIBBEAN HOUSE              | 226 PETRONIA St   |                |
| 5  | BLUE TURTLE                  | 323 Petronia      |                |
| 6  | Bahama <del>HT</del> Inn     | 800 Whitehead     |                |
| 7  | Petronia Island Store        | 801 Whitehead     |                |
| 9  | Caribbean wear               | 780 Duval         |                |
| 10 | MURKYN MD                    | 426 PETRONIA      |                |
| 11 | Bliss Restaurant             | 1411-413 Petronia |                |
| 12 |                              |                   |                |

Filma Segura,

THE UNDERSIGNED BV BUSINESS OF KEY WEST FLORIDA SUPPORT THE STAGING OF THE GOOMBAY FESTIVAL ON PETRONIA STREET HOSTED BY THE BAHAMA VILLAGE COMMUNITY COALITION ON OCTOBER 16 & 17, 2015.

1

NAME

ADDRESS

1 Letty Nowak 320 Petronia Street

COUCHMAN  
CULMANS  
2 BLUE MARLIN 305  
731  
6283

3 Island & Resort Realty Stephen  
Hammond 314 Petronia St 305.294.6127

4 Oscar's Restaurant OSCAR  
Tiron 316 Petronia St 305) 293 9223

ANN  
6 SCRAWNAT  
MAMA'S 801 WILKERSON  
7 YAYA'S BEST FOOD Petronia 405 305 8960983

8 Blue Heaven Roland 305 Petronia 305-296-8666

9 Andy's Cabana Roland 308 Petronia 305-296-8666

10 WYLO MANDUSTEN 1624 BERTHA ST.

11 JAMES M, HIRSCH 716 THOMAS ST, 305-900-9337

12 Janice Hudak 223 Petronia 305-849-0104

13 FOR FIREFLY

THE UNDERSIGNED RESIDENTS OF KEY WEST FLORIDA SUPPORT THE STAGING OF THE GOOMBAY FESTIVAL ON PETRONIA STREET HOSTED BY THE BAHAMA VILLAGE COMMUNITY COALITION ON OCTOBER 16 & 17, 2015.

NAME

ADDRESS

1 *Eric Harelsen*

*713 Samaritan Ln.*

2

3

4

5

6

7

9

10

11

12

13

*6*

THE UNDERSIGNED RESIDENTS OF KEY WEST FLORIDA SUPPORT THE STAGING OF THE GOOMBAY FESTIVAL ON PETRONIA STREET HOSTED BY THE BAHAMA VILLAGE COMMUNITY COALITION ON OCTOBER 16 & 17, 2015.

- |    | NAME             | ADDRESS              |
|----|------------------|----------------------|
| 1  | Terry Butler     | 518A Truman Annex    |
| 2  | Henry Banks      | 21 G AVE             |
| 3  | Leed             | 106 OLIVIA           |
| 4  | Ann Mervin       | 110 OLIVIA ST        |
| 5  | Carol White      | 110 Geraldine St     |
| 6  | Mark Brown       | 913 ABENT ST APT 204 |
| 7  | [Signature]      | 110 Geraldine St     |
| 9  | CHARLXN          | 53 EMMA ST           |
| 10 | Greg Miller      | 307 Julia St         |
| 11 | Raymond          | 64-11th Ave          |
| 12 | Richard McDonald | 205 Jura St (new)    |
| 13 | Wood Brooks      | 725 Whitehead        |

THE UNDERSIGNED RESIDENTS OF KEY WEST FLORIDA SUPPORT THE STAGING OF THE GOOMBAY FESTIVAL ON PETRONIA STREET HOSTED BY THE BAHAMA VILLAGE COMMUNITY COALITION ON OCTOBER 16 & 17, 2015.

- |    | NAME                    | ADDRESS                                    |
|----|-------------------------|--|
| 1  | Robert Morales          | D-2 16th Ave Key FL 33040                  |
| 2  | Lela, Mercedes          | 35-H 16th Ave Key FL 33040                 |
| 3  | Fangy Lalat             | D-2 18th Ave Key FL 33040                  |
| 4  | Nancy Brown             | US1 Hwy MM 1 Lit #18 Rockland Key FL 33040 |
| 5  | <del>Walter</del> Lopez | Some FL                                    |
| 6  | Paula Moreno            | 6800 Maknee Ave Lot B A. Key. 33040        |
| 7  | Derrick Anderson        | 2007 Staples Ave 33040                     |
| 9  | Reginald Hart           | 410 County Rd Key. 33040                   |
| 10 | Eric Brown              | 911 Fort Apt 101 Key 33040                 |
| 11 | Staples E. Pina         | 415 Oliva St 33040                         |
| 12 | Suzanne Ordway          | 100 Oliva St 33040                         |
| 13 | Paul H. A.              | 102 Oliva St                               |

THE UNDERSIGNED RESIDENTS OF KEY WEST FLORIDA SUPPORT THE STAGING OF THE GOOMBAY FESTIVAL ON PETRONIA STREET HOSTED BY THE BAHAMA VILLAGE COMMUNITY COALITION ON OCTOBER 16 & 17, 2015.

- | NAME                   | ADDRESS                    |
|------------------------|----------------------------|
| 1 Adrian Johnson       | 390 Angola St. Key West FL |
| 2 Melvyn Oll           | 508 Ferry Lane Key West FL |
| 3 Reggie Carey         | 725 Whitehead St.          |
| 4 Jerome Sheppard      |                            |
| 5 Chris Manning        | 416 Petronia St #2         |
| 6 Jim & Lura           | 408 Petronia St            |
| 7 Lorena N. Bovey      | 406 Petronia #3            |
| 9 Ashame King          | 5330 3 Ave Stock Island    |
| 10 Sandy Weller        | 523 Petronia #2            |
| 11 Suzanne Desaulniers | 321 Petronia               |
| 12 A. C.               |                            |
| 13 Sam Caldwell        | 411 Whitehead St           |

THE UNDERSIGNED RESIDENTS OF KEY WEST FLORIDA SUPPORT THE STAGING OF THE GOOMBAY FESTIVAL ON PETRONIA STREET HOSTED BY THE BAHAMA VILLAGE COMMUNITY COALITION ON OCTOBER 16 & 17, 2015.

- | NAME                  | ADDRESS  |
|-----------------------|--|
| 1 <i>[Signature]</i>  | 726 EMMA ST  |
| 2 <i>[Signature]</i>  | 716-B EMMA ST 929B <small>305-395-</small>                                       |
| 3 <i>[Signature]</i>  | 716 A Emma St <small>305-432</small><br>800 Emma St Apt 322 <small>1993.</small> |
| 4 <i>[Signature]</i>  | 717 Emma St A  |
| 5 <i>[Signature]</i>  | 717 Emma St P  |
| 6 <i>[Signature]</i>  | 715 Emma St C  |
| 7 <i>[Signature]</i>  | 719 Chapman St   |
| 8 STEVE WALKER        | 106 Gerardin St  |
| 9 <i>[Signature]</i>  | 829 Bay St #1<br>708 Emma St #1  |
| 10 <i>[Signature]</i> | 800. Emma St #112  |

THE UNDERSIGNED RESIDENTS OF KEY WEST FLORIDA SUPPORT THE STAGING OF THE GOOMBAY FESTIVAL ON PETRONIA STREET HOSTED BY THE BAHAMA VILLAGE COMMUNITY COALITION ON OCTOBER 16 & 17, 2015.

- | NAME                                  | ADDRESS                                  |
|---------------------------------------|--|
| 1 MAXIMINA KNIGHTEN Maximina Knighten | 720 WHITEHEAD ST #6E<br>K. W. PL 33040 3 |
| 2 Felicia Hall                        | 720 Whitehead St. 6-B                    |
| 3 Chechelina Shoubty                  | 720 Whitehead St #6E                     |
| 4 Consuelo Prinda                     | 720 Whitehead St #6E                     |
| 5 Yvonne Estrella                     | 712 Chapman Ln                           |
| 6 Ann Nunta                           | 711 Chapman Lane                         |
| 7 James P Carey                       | 720 THOMAS ST.                           |
| 9 Stephanie Kerk                      | 816 Thomas St. #1                        |
| 10 K. Brown                           | 718 THOMAS ST.                           |
| 11 J. R. R. R.                        | 718 Thomas St.                           |
| 12 Cesar Cruz                         |  |
| 13 Lori Teate                         | 14 Opal Dr.                              |





## THE CITY OF KEY WEST

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

### RELEASE AND INDEMNIFICATION Key West Goombay Festival October 23 & 24, 2015

I Glenwood Lopez being authorized to act on behalf of and legally bind Key West Goombay Festival, 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, 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.

Maria Ratchoff

Signature of Witness

Maria G. Ratchoff

Print Name

5/1/2015

Date

Glenwood Lopez

Signature of Applicant

Glenwood Lopez

Print Name

5-01-2015

Date

Event Name: The Bahama Village Community Coalition

Loombay 2015

## 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	Forthcoming
	Financial of previous event (If applicable)	New Group
✓	Release & Idemnification Form	
✓	Site Map ( where barricades, stages, etc are to go)	
✓	Letter from non profit that states they will be receiving the funds	You are the non-profit



## Detail by Entity Name

### Florida Non Profit Corporation

KEY WEST GOOMBAY FESTIVAL, INC.

### Filing Information

<b>Document Number</b>	N01000003521
<b>FEI/EIN Number</b>	237621477
<b>Date Filed</b>	05/21/2001
<b>State</b>	FL
<b>Status</b>	ACTIVE
<b>Last Event</b>	REINSTATEMENT
<b>Event Date Filed</b>	02/24/2012

### Principal Address

409 Balido St  
KEY WEST, FL 33040

Changed: 06/23/2014

### Mailing Address

PO BOX 903  
KEY WEST, FL 33040

Changed: 06/23/2014

### Registered Agent Name & Address

HORAN, DAVID PAUL  
608 WHITEHEAD ST.  
KEY WEST, FL 33040

### Officer/Director Detail

#### **Name & Address**

Title PRES

Lopez, Glenwood  
409 Balido Street  
KEY WEST, FL 33040

Title VP

SULLIVAN, PRISCILLA G

1020 EMMA STREET # C4.  
KEY WEST, FL 33040

Title Asst. Treasurer

MENITE, MARLYN A  
711 CHAPMAN LN  
KEY WEST, FL 33040

Title HOST

CORAL CITY ELKS LODGE NO. 610, IBPOE OF W  
1107 WHITEHEAD STREET  
KEY WEST, FL 33040

Title Coalition Member

WILLIAM WEECH POST NO.168, THE AMERICAN LEGION, INC  
803 EMMA STREET  
Key West, FL 33040

Title Coalition Member

KEY WEST PERFORMING ARTS, INC.  
2720A ROOSEVELT BLVD  
Key West, FL 33040

Title Treasurer

Sullivan, Kenneth M  
1200 1st Street  
D5  
Key West, FL 33040

### Annual Reports

Report Year	Filed Date
2013	06/26/2013
2014	06/23/2014
2015	02/23/2015

### Document Images

[02/23/2015 -- ANNUAL REPORT](#)

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[06/23/2014 -- ANNUAL REPORT](#)

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[06/26/2013 -- ANNUAL REPORT](#)

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[02/24/2012 -- REINSTATEMENT](#)

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[05/21/2001 -- Domestic Non-Profit](#)

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**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

**See map attached**

Tents (More Than 200 Set.)

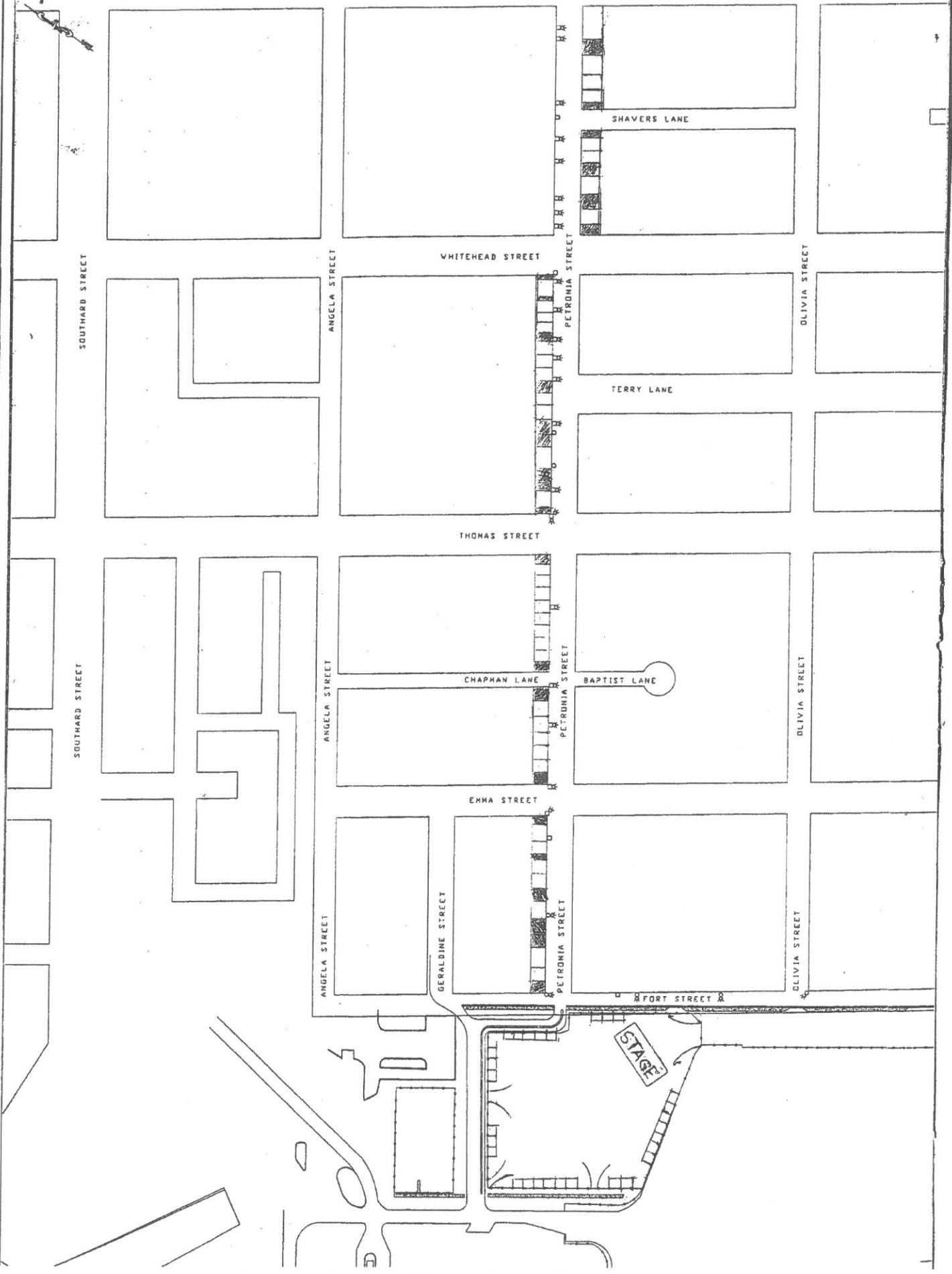
Flame Resistance Certificate  
Size, Type, Location of Tent(s)

Food Booths

- Food Booths — Total **30**
- Vendor Booths — Total # **30**
- Total Number of Booths - **60**

Parade

Floats — Total #            **None**



SOUTHARD STREET

SOUTHARD STREET

ANGELA STREET

ANGELA STREET

ANGELA STREET

WHITEHEAD STREET

THOMAS STREET

EMMA STREET

GERALDINE STREET

CHAPMAN LANE

SHAVERS LANE

TERRY LANE

BAPTIST LANE

FORT STREET

OLIVIA STREET

OLIVIA STREET

OLIVIA STREET

STAGE