

CITY OF KEY WEST
APPLICATION FOR A SPECIAL EVENT PERMIT

Name of Applicant(s) William Weech American Legion Post 168

Address of Applicant(s) 803 Emma Street

Phone Number of Applicant(s) 305-896-3332 Fax: N/A ^{Mike - 896-3959} Email JoeChap55@comcast.net

Name of Non-Profit (s) William Weech American Legion Post 168

Address of Non-Profit(s) 803 Emma Street

Phone Number of Non-Profit(s) 305-896-3332

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

Date/Dates of Event 11-25 and 26, 2011

Hours of Operation 12 Noon to 6:00Pm each day

Estimated/anticipated number of persons per day 500

Location of Event In front of the William Weech American Legion Post 168

Street Closed Between Petronia and Olivia Street on Emma

Detailed description of event Battle of the DJs - Ole School Music - No

Profanity - elimination process - Winner will receive \$500.00

Noise exemption required: Yes XX No

Alcoholic beverages sold/served at event: Yes XX 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 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.

9/30/2011

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 9/30/21

Applicant Name William Weech American Legion Post 168
 Applicant Address 803 Emma Street - Key West, Florida 33040
 Applicant Phone Number 305-896-3332
 Event Name BATTLE OF THE DJs
 Event Address/Location IN FRONT OF POST 168 - 803 Emma Street
 Date of Event 11-25 and 26, 2011
 Nature of Event Fundraiser -

Profit Non Profit

Time(s) Request for Exemption 12 Noon to 6:00pm each day

Number of Exemptions at this location this calendar year 1

Date of last exemption 12-24 thru 01-02-2011- Key West New Year Reunion 2011

City of Key West
 R E P R I N T
 *** CUSTOMER RECEIPT ***
 Oper: KEYWVXC Type: OC Drawer: 1
 Date: 10/05/11 45 Receipt no: 991

Description	Quantity	Amount
SS SPECIAL EVENTS PAYMENTS	1.00	\$50.00

G/L account number:
 00100003429300
 00100001040000

NOISE ORDINANCE FOR WILLIAM
 WEECH POST 168
 AMERICAN LEGION INC.

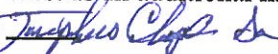
Tender detail		
CK CHECK	1079	\$50.00
Total tendered		\$50.00
Total payment		\$50.00

Trans date: 10/05/11 Time: 8:27:06

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

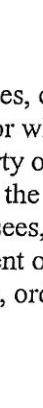
1. All Applicant(s) must fill out a City of Key West (City) application form provided to you by the Office of the City Manager.
2. Application(s) for special event(s) must be in the Office of the City Manager 60 days prior to the event.
3. Application(s) must provide comprehensive liability insurance 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 

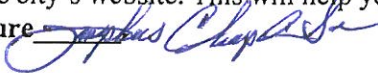
16. Special events may use fog, smoke and bubble machines or any device that emits a mist or spray contingent on Key West Fire Department approval. Approval must be obtained a minimum of 48 hours prior to the event. The use of confetti or confetti machines is strictly forbidden.

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



Complete Checklist for Event Recycling City of Key West

- Identify contact person at the festival responsible for working with recycling.
Name of person: 1 Phone number: 305-896-3959
- Identify the recyclable commodities that will be used by the public and behind-the-scenes.
Aluminum X Glass 1 #1 Plastic XX #2 Plastic Steel
Corrugated Cardboard Other: Paper Plates
- 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: 4
- 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: Millicent Weech
- Capacity of containers on grounds: 4
Contact person for containers: Millicent Weech Phone #:
- Order signs to inform customers of recycling. Signs are needed for point-of-purchase locations and recycling containers.
- 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.
- Arrange for emptying of recycling containers during the event – from the containers on the grounds to the large container.
Arrangements made: Millicent Weech/Waste Management
- 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: Millicent Weech/Waste Management
- 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. Millicent Weech
- 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.

- 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*

Security enhanced document. See back for details.

**RICKY'S BLUE HEAVEN
OPERATING ACCOUNT**

729 THOMAS ST.
KEY WEST, FL 33040
PH 305-296-8666

4397

DATE

9/29/11

63-928/670
6

PAY
TO THE
ORDER OF

CITY of Key West

\$1,000

ONE THOUSAND AND ⁰⁰/₁₀₀

DOLLARS

Security features
are included.
Detach on back.



Your Community Bank
Key West, Florida 33040

11/25 - 11/26/2011

[Handwritten Signature]

FOR: WW Post 168 BATTLE of the IJs

⑈004397⑈

08 00 00 60300

GUARDIAN & SAFETY
© CheckAmerica, BA



**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 # _____

**SECTION 3 – SALES TAX
TO BE COMPLETED BY THE DEPARTMENT OF REVENUE**

Name of Entity or Organization _____

The named applicant for a license/permit has complied with the Florida Statutes concerning registration for Sales and Use Tax and has agreed to pay any applicable taxes due.

Signed _____ Date _____

Title _____

Department of Revenue Stamp:

**SECTION 4 - ZONING
TO BE COMPLETED BY THE ZONING AUTHORITY GOVERNING YOUR BUSINESS LOCATION**

Organization Name/Name of Event

William H. H. H. American Legion Post 168 / BATTLE of the DJS

Location of Event (Street and Number)

803 Emma Street

City

Key West

County

Monroe

The location complies with zoning requirements for the temporary sale of alcoholic beverages pursuant to this application for a One/~~Two~~ Three Day permit, or Special Sales License.

Signed _____ Date _____

Title _____

This form is to be completed ONLY when the event of the non profit organization is being held at a location that is licensed for the sale of alcoholic beverages by the Division.

Note: This form must be signed by the permanent license holder and submitted by the non-profit group along with the application for One/Two/Three Day Permit.

Licensee: ~~William W. H. H. H.~~ William W. H. H. H. American Legion Post 168.

Business Name: William W. H. H. H. American Legion Post 168

License #

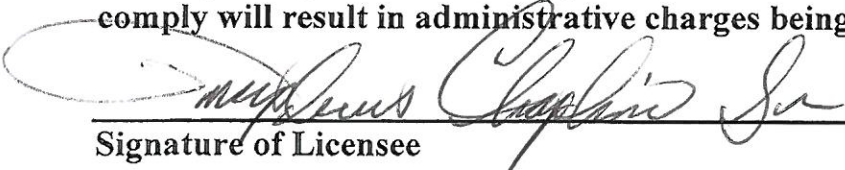
Series:

Name of Non-Profit Group: William W. H. H. H. American Legion Post 168

Date(s) of Event: 11/25 and 26, 2011

IMPORTANT

A One/Two/Three Day permit is being requested for an event to be held on your licensed premises. During the event, no sales or service of alcoholic beverages may be made under your alcoholic beverage license. Failure to comply will result in administrative charges being filed against your license.


Signature of Licensee



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.

X 



THE CITY OF KEY WEST

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

3132 Flagler Avenue
(305) 809-3888
FAX 809-3886
jscholl@keywestcity.com

Jim Scholl
City Manager
City of Key West

RELEASE AND INDEMNIFICATION

I, Josephus Chappin being authorized to act on behalf of and legally bind the WWAL POST 168 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 compensate, 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(is) 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, invitee, or participants in the related activities permitted.

[Signature]
Signature of Witness

[Signature]
Signature of Applicant

M. Vincent West
(Print Name)

Josephus Chappin Sr
(Print Name)

9/30/11
Date

09/30/2011
Date

Nov 1

American Legion POST 168
Battle of the DJ's

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

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS:

Maria Ratchuk 10-3-11
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**

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE



THE CITY OF KEY WEST

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

PUBLIC NOTICE

THIS IS TO NOTIFY YOU THAT THE WILLIAM WEECH AMERICAN LEGION POST 168 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 **FRIDAY, NOVEMBER 25, 2011 AND SATURDAY, NOVEMBER 26, 2011 FROM 12:00 NOON TO 6:00 P.M. ON THE 800 BLOCK OF EMMA STREET** WHICH IS LOCATED WITHIN 100 FEET OF YOUR PROPERTY. A HEARING ON THE APPLICATION WILL TAKE PLACE AT THE CITY COMMISSION MEETING ON NOVEMBER 1, 2011, AT 6:00 P.M., OLD CITY HALL, 510 GREENE STREET.

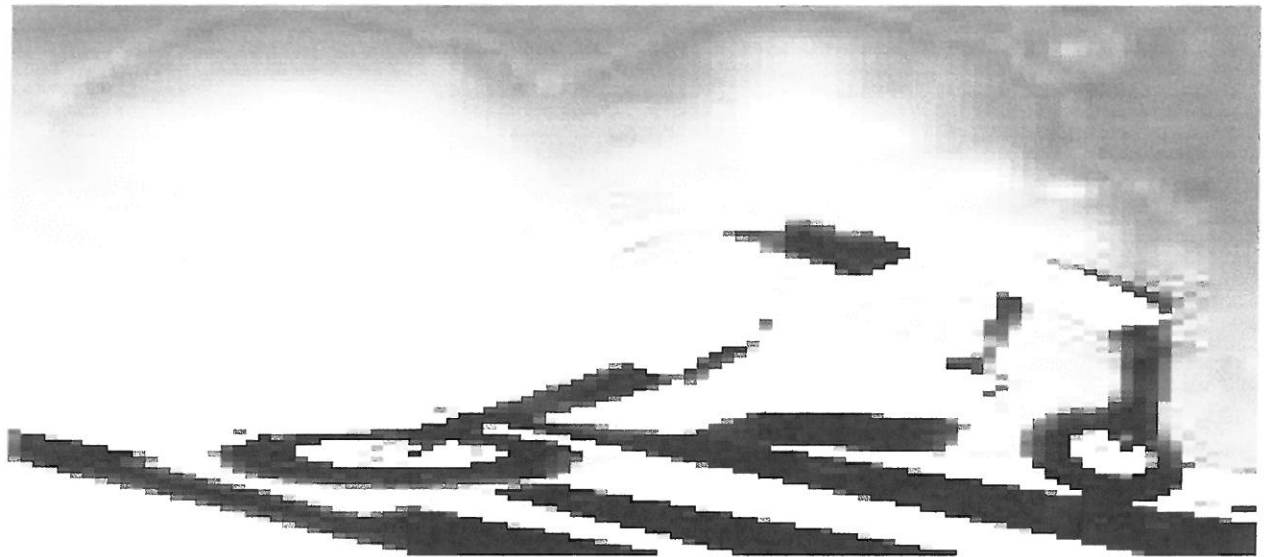
IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT MARIA RATCLIFF THE CITY MANAGER'S OFFICE AT 809-3881.

Free
Jello shots
All Night



\$1.50 shot
Schnapps

B
A
T
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L
E
O
F



500.00

CASH PRIZE

BATTLE OF THE DJs

\$50.00 Registration Fee

Elimination process

BRING YOUR "A" GAME

Best DJs—OLE SCHOOL MUSIC

DJs

TICKETS
RAFFLED
At
DOOR

PRIZES
WILL BE
GIVEN
DURING
THE
EVENT
EACH
NIGHT

Place: 803 Emma Street

Key West, Florida 33040

Date: Nov. 25 -26, 2011

Competition starts at 12:Noon-9:00 pm each day

Last Day Winners Takes All !!!

\$5/person -\$8.00/couple

Contacts

Commander Josephus Chaplin—305-896-3332

SIDE WALK

SOUTHWESTERLY DIRECTION

SIDE WALK

HOURS OF EVENT
12 NOON TO 6: 00 PM
BOTH DAYS OUTSIDE
POST - 6:30 PM INSIDE

EVENT LAYOUT
BATTLE OF THE DJS



BUILDING

BARRICADE

BARRICADE

BARRICADE

DJ 1
SET UP

DJ 2
SET UP

DJ 3
Set up



DJ 4
SET UP

DJ 5
SET UP

DJ 6
SET UP



PETRONIA STREET

PORT A JOHNS



EMMA STREET



SIDE WALK

NORTH WESTERLY

SIDE WALK

WILLIAM WEECH AMERICAN LEGION POST 168
ENTRANCE



WILLIAM WEECH AMERICAN LEGION POST 168

FUND RAISING EVENT

BATTLE OF THE DJs

REGISTRATION/ENTRY FEE \$50.00

PRIZE \$500.00

Contact Name _____ Date _____

Phone _____

Email _____

PAYMENT: _____ CASH OR _____ MONEY ORDER ONLY

*** Entertainment at the William Weech American Legion Post 168, "Battle of the DJs" competition will help to raise funds for the restoration/renovation of the Post establishment. This two (2) day event competition will provide CLEAN OLE SCHOOL MUSIC.**

ELIGIBILITY REQUIREMENTS:

Each DJ, **MUST** furnish their own equipment – the Post will not allow any candidate to use the Post sound system, musical equipment, etc. _____

Each DJ, Will battle for 10 minutes the Best DJ in Key West, through an elimination process. _____

All registration fees are non-refundable. Any, DJs providing music with profanity, **WILL BE DSIQAULIFIED** from the competition. _____

This competition will run for two days:

First Day: Friday Nov. 25, 2011, will be the introduction of the DJs. _____

Second Day: Saturday Nov. 26, 2011 will start the competition with the elimination process. _____

Competition will start at 12:00 Noon until 9:00pm each day of said event. Saturday, Nov. 26, 2011 will end competition, following an after party

_____ Date _____

**William Weech American Legion Post 168
Post Commander**

_____ Date _____

Applicant

Event Name: BATTLE of the DJs

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	
N/A	Signatures of No Objection of Street closure (If applicable)	
	Insurance naming the City as additional insured	Pending
N/A	Financial of previous event (If applicable)	
✓	Release & Idemnification Form	
✓	Site Map (where barricades, stages, etc are to go)	
N/A	Letter from non profit that states they will be receiving the funds	They are the non-profit

American Legion Post 168
Battle of the DJs

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

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS:

Maria Ratajchak 10-3-11
SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

PORT/ Key West DOT

SIGNATURE DATE

CODE COMPLIANCE

Jim Young 30 Oct 11
SIGNATURE DATE

**KEY WEST PROPERTY
MANAGEMENT**

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE

NOV 25th 2011

*American Region POST 168
Battle of the DJ's*

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

EVENT (INITIAL SIGNOFF):

Marie Ratchford 10-3-11
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

[Signature] OCT 3, 2011
SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

- ① Must Hire Extra duty officers
- ② Requires Noise Exception
- ③ No Alcohol sales on Street -
- ④ Post must Comply with All Rules & Regulations. Selling Alcohol on premises

PORT/ Key West DOT

SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

**KEY WEST PROPERTY
MANAGEMENT**

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE

American Legion Post 168
Battle of the DJs

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

EVENT (INITIAL SIGNOFF):

Maria Rataj 10-3-11
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

[Signature]
SIGNATURE DATE

*Work Done For
Road Closure + Barbecues*

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



THE CITY OF KEY WEST

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

To: William Weech, American Legion Post 168

From: Division Chief/Fire Marshal Marcus del Valle

Date: October 11, 2011

Reference: Battle of the DJ's

This office reviewed the special event application for the American Legion Post 168 Battle of the DJ's to be held on the street in front of 803 Emma Street on November 25, 26, 2011.

The following conditions apply:

- The Emma Street closure needs to allow for emergency vehicle passage.
- A life Safety Inspection needs to be done prior to the start of the event.
- **Event coordinator is responsible for scheduling the street closure 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

Serving the Southernmost City

KEY WEST FIRE

American Legion Post 168 – Battle of the DJ’s

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS

SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE

SIGNATURE DATE

FIRE DEPARTMENT

SEE ATTACHED MEMO

Marcus del Valle 10/11/11
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>

Thu, Oct 13, 2011 at 2:08 PM

To: Jim Fitton <jfitton@keywestcity.com>, Myra Wittenberg <mwittenb@keywestcity.com>

----- Forwarded message -----

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

Date: Mon, Oct 3, 2011 at 10:11 AM

Subject: American Legion Post 168 Battle of the DJ's event on Emma

To: Richard Sarver <rsarver@keywestcity.com>, Steve Torrence <storrenc@keywestcity.com>, Marcus Delvalle <mdelvalle@keywestcity.com>, Jim Young <jyoung@keywestcity.com>, Jim Fitton <jfitton@keywestcity.com>, John Wilkins <jwilkins@keywestcity.com>, Alyson Crean <acrean@keywestcity.com>

[Quoted text hidden]

[Quoted text hidden]



Maria Ratcliff <mratclif@keywestcity.com>

Fri, Oct 14, 2011 at 12:31 PM

To: Jim Fitton <jfitton@keywestcity.com>

Please review and sign off. Thanks

----- Forwarded message -----

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

[Quoted text hidden]

[Quoted text hidden]



Jim Fitton <jfitton@keywestcity.com>

Fri, Oct 14, 2011 at 1:40 PM

To: Maria Ratcliff <mratclif@keywestcity.com>**no objections**Jim Fitton
Port and Transit Director
City of Key West
(305) 809-3795 office
(305) 725-6446 cell

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