

# City of Key West Special Event Permit Application

For assistance in filling out this application, please contact the City at (305) 809-3881 or via email at : [event\\_request@cityofkeywest-fl.gov](mailto:event_request@cityofkeywest-fl.gov)

Event Name: RWO Key West World Championship Nov 2-9, 2025

Location: Truman Waterfront Park, Duval St, Greene St.

Date(s): First full week of Nov 2025-2029 Hours of Operation: Example Schedule (Attached)

Break Down Date: Tuesday following Race Week Number of Expected Attendees: \_\_\_\_\_

Is the Event open to the Public? Yes ☒ No ☐

Description: Provide a narrative description of the full scope of your event with as much detail as possible in the box below. If this event has multiple sub events, specify date and time range of each.

11-2 Race Week Vendor Village- TWP & Amphitheater used for race boat & RV parking  
11-2 1st Sunday of race week rolling parade TWP, Southard, Whitehead, United, Duval, Front, Southard  
11-5 Wednesday - Race day  
11-6 Thurs - Street party on Greene St. - Duval to Ann St. 6:00pm - 10:pm  
11-7 Friday - Race Day, & Block Party - 0 Duval to Southard and Greene, Fitzpatrick to Ann St. 6 - 10 pm  
11-8 Saturday - Concert KW Amphitheater 11:00 am - 10:00 pm  
11-9 Sunday - Race day, awards in Amp 3-10 pm

## EVENT ORGANIZER INFORMATION

Company or Organization Name Race World Offshore, LLC

Name Larry Bleil Phone number 305-797-8705

Mailing Address P.O. Box 2246

City Key West State FL Zip 33045 Email larrybleil@gmail.com

Tax ID / EIN# 82-2106722

## SECONDARY CONTACT INFORMATION

Name Rodrick Cox Phone number 704-905-7441

Company or Organization Name Cox Group

Email rodrick@coxgp.com

## SPECIAL APPROVAL REQUIREMENTS (IF APPLICABLE)

Noise Exemption Required: Yes ☐ Complete Supplement A No ☒

Non-Profit Applicant or Benefit: Yes ☒ Complete Supplement B No ☐

Alcoholic Beverages Sold/Served at Event: Yes ☒ Needs City Commission Approval No ☐

Applicant(s) wishing to sell/consume alcoholic beverages on City property must have approval by the City Commission through Resolution and must hire an extra-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or City Manager's Office. Applicant must have a liquor license and provide liquor liability insurance.

## INITIALS REQUIRED

Event Name: RWO Key West World Championship Event Date: Nov 2025-2029

1. **Application Form:** All Applicant(s) must fill out the City of Key West (City) application form provided to you by the Office of the City Manager. All applications are subject to approval at the discretion of the City Manager and/or City Commission and must in the Office of the City Manager 60 days prior to the event.

Applicant Printed Name: Larry Bleil

Signature: 

2. **Liability Insurance:** Applicant(s) will be required to maintain the following types and amounts of insurance during the Special Event. All insurance coverages must be provided by insurance companies authorized to transact business within the State of Florida and must maintain an A.M. Best rating of A- or better.

Commercial General Liability with minimum limits of \$1,000,000

Business Automobile Liability with minimum limits of \$1,000,000

Statutory Workers' Compensation Coverage

Employers Liability with minimum limits:

- \$1,000,000 injury by accident

- \$1,000,000 injury by disease

- \$1,000,000 Policy Limits – Each Employee

If alcohol beverages will be sold at the event or if the event's attendees will be required to pay an admittance fee and alcoholic beverages will be served, the permittee will be required to maintain Full Liquor Liability coverage with minimum limits to \$1,000,000. Host Liquor Liability coverage will not be acceptable. If the permittee will use the services of a caterer and the caterer will be providing and servicing the alcoholic beverages, the City will honor evidence from the caterer that this requirement is being met.

The City of Key West shall be named as an "Additional Insured" on the permittees commercial general liability policy.

Applicant Printed Name: Larry Bleil

Signature: 

3. **Indemnification:** The applicant shall indemnify and hold the City to harmless from all losses, claims, damages, liabilities, and expenses which maybe incurred by the City or which may be claimed against the City by any person, firm to the person or property f any person, firm, corporation, or entity which are consequent or arise from the activities of 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.

Applicant Printed Name: Larry Bleil

Signature: 

4. **ADA:** All special events are required to comply with the Federal Americans with Disabilities Act which requires access to all areas in services provided by the special events. Organizers must ensure that all aspects of their event meet the requirements.

Applicant Printed Name: Larry Bleil Signature: 

5. **Notifying:** 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.

Applicant Printed Name: Larry Bleil Signature: 

6. **City Services Pricing:** The organizer or sponsor of any special event which requires the provision of additional extraordinary support services by police, fire, and administration or other city department shall pay to the city the cost of such services. A nonrefundable down payment of 10% of all cost, as estimated by the city manager, shall be made to the city either by certified check or credit card at least 10 days prior to the special event.

Applicant Printed Name: Larry Bleil Signature: 

7. **Payment Terms:** The City Manager is authorized to provide reasonable terms for time and manner of payment. If the event sponsor fails to pay the full costs at the time determined by the City Manager, or if no such deadline is established, then within 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 (1.5%) per month.

Applicant Printed Name: Larry Bleil Signature: 

## Event Screening Questionnaire

Event Name: RWO Key West World Championship

Event Date: Nov 2025-2029

The following questions will determine the correct application supplements that will be required for your event. Any permit or license may be revoked if there has been misrepresentation in the permit or license application with respect to the nature and location of the activity. If you answer "Yes" to any question next to a Supplement, that Supplement must be submitted with this application.

VENDOR SALES		
1. Will ANY alcoholic beverage be sold or served?	Yes <input type="checkbox"/> Needs City Commission Approval	No <input type="checkbox"/>
2. Will ANY food be prepared or served?	Yes <input type="checkbox"/> Complete Supplement C	No <input type="checkbox"/>
SAFETY IF YES, COMPLETE REQUIRED FORMS		
3. Will your event involve ANY of the following? Cooking Onsite, Compressed Gases or Flammable Liquid (used or stored), Fog Machine/Smoke Machine/Bubble Machine, Generators, Open Flame (fire juggling, bonfire, etc.) Pyrotechnics/Special Effects, Lasers, Confetti, Vehicle or Motorcycles	Yes <input type="checkbox"/> Complete Supplement C	No <input type="checkbox"/>
4. Will your event involve ANY of the following tents or structures? Tents, Booths, Canopies or Podiums, Viewing Stands and Bracing, Stages, Risers or Air Support Structures	Yes <input type="checkbox"/> Complete Supplement D	No <input type="checkbox"/>
STREETS & SIDEWALKS IF YES, COMPLETE REQUIRED FORMS		
5. Will your event require a stationary street closure (Block Party, etc.) or block sidewalk?	Yes <input type="checkbox"/> Complete Supplement E	No <input type="checkbox"/>
6. Will your event require a moving street closure (e.g. Race, Bike Rally, Parade)?	Yes <input type="checkbox"/> Complete Supplement E	No <input type="checkbox"/>
7. Will your event require parking restrictions (i.e. clearing cars for parade)?	Yes <input type="checkbox"/> Complete Supplement E	No <input type="checkbox"/>
8. Will your event take place in a City-owned Park, Recreation Center or Truman Waterfront?	Yes <input checked="" type="checkbox"/> Complete Supplement F	No <input type="checkbox"/>

The applicant does acknowledge and hereby affirms that any and all information of this application and all of its supplements are accurate to the best of their 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 for an 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.

☒ By checking "I agree", you agree and acknowledge your electronic signature is valid and bonding in the same force as a handwritten signature.

Date 4/22/25 CB



## Required – Recycling Plan

Event Name: RWO Key West World Championship Event Date: Nov 2025-2029

The City of Key West is committed to increasing the collection of recycled materials and needs your help to accomplish this. As the Event Organizer, you need to encourage your vendors to participate in the separation of solid waste and recyclable items by providing the adequate number and type of collection receptacles.

### RECYCLING POINT OF CONTACT

Name Greg Sullivan Phone Number 305-797-3355  
Email gsullivan@wm.com Number of people dedicated to recycling As needed

### INITIALS REQUIRED

LB

1. **NON- ACCEPTABLE WASTE:** No Plastic Bags, plastic cutlery, plastic straws, plastic cups, or polystyrene are allowed at events.

LB

2. **RECYCLING FEE:** The Fee (see Fee Schedule) must be submitted prior to the event. You can earn all or part of this fee back by participating in the City Recycling Program.

LB

3. **ACCEPTABLE RECYCLABLES:** The primary items will be Aluminum Cans, Plastic Bottles, Cardboard, and Glass Bottles. But additional items can include Food and Beverage Cartons, Regular paper, Magazines and Program Handouts.

LB

4. **CONTAMINATION:** I understand that recycle bins with contamination above 15% will result in not being able to earn back all or part of the Recycling Fee.

### RECYCLING TIMELINE

Two  
Weeks  
(Self  
filling)

#### BEFORE EVENT:

1. Arrange Trash/Recycling through Community Services (305-809-3759).
2. Get approval for educational signage needed to inform customers/event goers of recycling and garbage rules/locations during the event. Request standard signage or submit unique designs for approval through [recycle@cityofkeywest-fl.gov](mailto:recycle@cityofkeywest-fl.gov)

Due Date  
(Self  
filling)

#### DAY OF EVENT:

1. Place Recycling/Garbage containers in pairs throughout venue, at approximately every 30 feet throughout the event.
2. During the event ensure that recycle bins are free from contamination. Pull full bags, replace with a new liner, and stage full bags only at pre-arranged sites.
3. At end of event, remove all signage, and return if borrowed from City. Place all trash/recycling containers pre-arranged pick-up location.

Due Date  
(Self  
filling)

#### TRASH/RECYCLING REPORT:

1. City Community Services will supply a report detailing the amount of materials collected for recycling by weight, volume, or count and report on contamination levels.
2. After the report is generated, the results will be shared with the event organizer and event vendors, or by contacting [recycle@cityofkeywest-fl.gov](mailto:recycle@cityofkeywest-fl.gov).

## Required – Event Transportation Planning

Event Name: RWO Key West World Championship Event Date: Nov 2025-2029

Parking and traffic congestion are consistently a concern of Key West residents. It is the City's goal to involve all event planners in traffic reduction as well as management. For more information consult the Special Events Guide.

### INITIALS REQUIRED

LB

**Communications:** Every event is required to provide communications about modes of transportation that will reduce vehicle traffic. These actions include:

1. Website(s)
2. Email
3. Ticketholders
4. Social Media

LB

**Opportunities:** Large Events are required to explore opportunities to help minimize traffic congestions and parking issues. Your event will be more successful by encouraging alternate transportation or utilize transit friendly alternatives. Check opportunities you will explore.

☒ Encourage Walking

☒ Encourage Biking

☐ Providing Bike Security with Valet

☒ Include Ride Service with VIP Passes

☐ Provide Pre-Sale parking only

☐ Premium parking prices

☐ Partner with Transit System/Buses

☐ Partner with Transit Friendly Hotels

☐ Partner with Restaurants/Bars

☐ Partner with Rideshare/Taxi Companies

☒ Implement Shuttles

Other: \_\_\_\_\_

If Event Organizers or Vendors desire to utilize metered parking spaces or lots, payment will need to be made to the City. The following fees apply for events that wish to use or reserve parking areas. All existing parking ordinances apply to special events.

Parking Type	Fees and Rules*	No. of Parking Spots Requested	No. of Days Needed	Total Parking Cost
Residential Permit Spaces	Not allowed			
Unmetered Street Parking	No Cost			
Park N Ride Garage	\$48/day			
Metered Street Parking	\$20/day			
Truman Waterfront Park	\$20/day			
Smathers Beach	\$20/day			
Angela Firehouse Parking Lot	\$20/day			
Simonton Beach Parking Lot	\$20/day			
Ferry Terminal Parking Lot	\$20/day			
Historic Bight Parking Lots	\$48/day			
Mallory Square Parking Lot	\$48/day			
*Modification of rates or parking waivers can only be approved by City Commission. Total				

Total Parking Cost shall be calculated using this table and accounted for in the Event Fee Schedule.

For more information, contact John Wilkins, Parking Director at (305) 809-3855.

## Required: Event Site Map / Layout

Event Name: RWO Key West World Championship

Event Date: Nov 2025-2029

Using the legend below, please illustrate your event to the best of your ability.

If it is a single site event only one site layout is needed. If the event includes multiple streets, a second map showing the Impacted Streets for the entire area is needed.

### INITIALS REQUIRED

x Attach Site Map Layout

x Attach Impacted Streets Map

### Event Site Map Layout Legend:

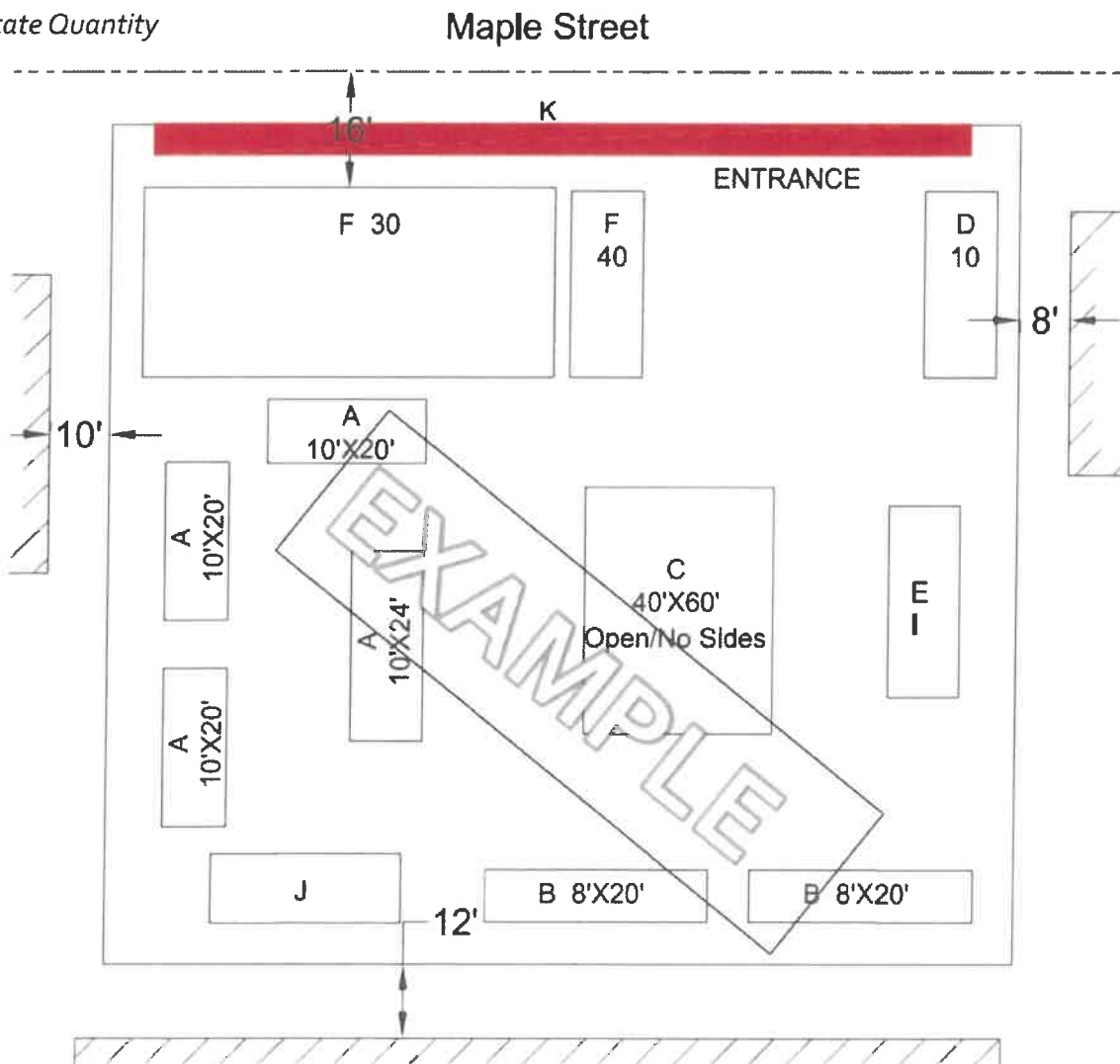
- A. Food/Bev. Vendor Tents\*
- B. Merchandise Vendor Tents\*
- C. Seating Tents\*
- D. Toilets \*\*
- E. Amplified Music

- F. Car Parking\*\*
- G. Bike Parking\*\*
- H. Roads Closed
- I. Stage Area
- J. Bounce House

- K. Podiums
- L. Fire Lane (RED LINE)
- M. Label Street(s)
- N. Other: \_\_\_\_\_
- O. Other: \_\_\_\_\_

\* Indicate Tent sizes

\*\* Indicate Quantity



Event Name: RWO Key West World ChampionshipEvent Date: Nov 2025-2029

Excerpt from City Code Sec. 26-192. - Unreasonably excessive noise prohibited.

Noise limitations - Within a core commercial district as defined in this article, the maximum dBA and dBC sound levels permitted on any property located therein shall be as follows:

The average measurement taken between ten (10) and twenty (20) seconds shall be no greater than the maximum levels set out below. The measurement shall be taken from the sound source property line, or individual lease boundary in the case of property which has been subdivided by the execution of individual leases, of the noise generating property at a location that is closest to the complainant's property line:

- a. Eighty-five (85) dBA or ninety-four (94) dBC between the hours of 11:00 a.m. and 2:59 a.m. b. Seventy-five (75) dBA or eighty-four (84) dBC between the hours of 3:00 a.m. and 10:59 a.m.

In any residential or commercial district as defined in this article, a decibel meter shall be used for a complaint of unreasonable noise made at or within 100 feet of the property line of the sound source. The decibel reading shall be made at the location of the complaint. The investigating officer shall issue a citation for unreasonably excessive noise, unless in his judgment a warning is sufficient to cease the violation. There shall be no more than a total of one warning per offending person or establishment.

Events that expect to exceed decibel levels set for their area must get a Noise Exemption from the City Commission. Noise Exemptions cannot be issued for the same location within 60 days of the last noise exemption approval.

Describe the Potential Noise Sources: \_\_\_\_\_

Do you wish to apply for a Noise Exemption? Yes ☐ Need City Commission Approval No ☒

**INITIALS REQUIRED**CB

1. Applicant(s) has reviewed the City Code regarding Noise limitations and understands that an exemption from the noise control ordinance requires approval from the City Commission. Applications for noise exemptions must be received 30 days before the event

CB

2. The processing fee for the application is \$93.88, due upon submission of application. Include this fee in the Special Event Fee Schedule.

CB

3. Notice of the City Commission's proposed action on a Noise Exemption shall be published in a newspaper of general circulation at least five days prior to the date of the Commission meeting, as well as mailed to all property owners and occupants located within a 100-foot radius of the proposed event. The applicant is required to pay for the newspaper advertisement.

For more information on Noise and Noise Exemptions, consult the Special Event Guide and read the City Code Section 26-192



# Special Event Permit Application

# Supplement B – Non-Profit Verification

Event Name: RWO Key West World Championship Event Date: Nov 2025-2029

Non-Profit Organization Name Samuals HSE & Key West Police Athletic League (PAL)

Tax ID/EIN # Tara 602-334-3565 Representative Sean B. 305-797-7310

Purpose of Organization Benefit to Kids

Phone \_\_\_\_\_ Email \_\_\_\_\_

How will the nonprofit proceeds/donations, after payments of direct necessary expenses be used?

Donation used for kids and animals

## INITIALS REQUIRED

- LB 1. **Services Waived:** The first \$1,000.00 of costs as specified in Section 6-26 (d) of the Code of Ordinances may be waived for any Event Organizer or Sponsor organization which qualifies as a tax-exempt Non-profit organization according to State or Federal law. Acceptance of this waiver by such Event Organizer or Sponsor organization shall render the Special Event a public accommodation subject to Human Rights provision of Section 38-225.
- LB 2. **Approval:** Supplement B must be reviewed and approved for Non-profit waivers to be granted. Neither Completion nor Submission of this form guarantees a waiver will be granted.
- LB 3. **Monies Received:** Within 30 days of the event completion the Event Organizer agrees to submit to the City Commission a letter from the Non-profit Organization receiving the waiver stating the amount of monetary donation received from the event.
- LB 4. **Accounting:** Within 90 days following the Special Event, the Event Organizer or Sponsor organization will ensure that the Non-profit organization receiving the waiver submits to the City Commission an accounting of expenses and revenues incurred and generated during the event.

## SIGNATURE AND ATTACHMENT REQUIRED

I hereby certify that the above-named Non-profit organization is a bona fide, in good standing, domestic civic, educational, charitable, fraternal, or religious organization under the laws of the State of Florida or with proper tax exemption status with the Internal Revenue Service; that the organization is the actual sponsor of the event described and that all the proceeds from the event, after necessary direct expenses, will be used for civic, educational, charitable or religious purpose.

I further certify that the answers to the above questions are correct and complete to the best of my knowledge and belief. I also understand that any organizations who fraudulently seek exemption shall be subjected to civil and criminal penalties provided for in Florida Statutes.

**Provide a copy of your organization letter issued by the I.R.S. or Secretary of State verifying tax exempt status.**

☒ By checking "I agree", you agree and acknowledge your electronic signature is valid and bonding in the same force as a handwritten signature.

Date 4/22/25

# Special Event Permit Application

# Supplement C – Food & Safety

Event Name: RWO Key West World Championship Event Date: Nov 2025-2029

This section will be reviewed by the Key West Fire and Police Departments to determine what safety checks and security needs may be required at the Special Event. The Fee Schedule may be revised based on requirements that may be deemed necessary.

Please contact the following City representatives before completing your application:

Fire Department and EMS – Chief Alan Averette (305) 809-3938

Police Department – LT Joseph Tripp (305) 809-1027

More information on Safety requirements can be found in the Special Event Guide.

## EVENT ACTIVITIES – Check all that apply to the Special Event

<u>Cooking:</u>	<u>Electrical Power</u>	<u>Other</u>
<input type="checkbox"/> Deep Frying / Open Flame	<input type="checkbox"/> Generator	<input checked="" type="checkbox"/> Road Closure
<input type="checkbox"/> Charcoal Grill	<input type="checkbox"/> 110AC / Extension Cords	<input checked="" type="checkbox"/> Fog/Smoke Machine
<input type="checkbox"/> Gas Grill	<input type="checkbox"/> DC Power	<input type="checkbox"/> Bubble Machine
<input type="checkbox"/> Food Warming Only	<u>Structures:</u>	<input type="checkbox"/> Pyrotechnics
<input checked="" type="checkbox"/> Catered Food		<input type="checkbox"/> Special Effects
	<input type="checkbox"/> Stages / Risers / Canopies	<input type="checkbox"/> Open Flame
<u>Alcohol To be Served By</u>	<input type="checkbox"/> Viewing Stands / Bracing	<input type="checkbox"/> Lasers
<input checked="" type="checkbox"/> Existing Licensed Establishment	<input type="checkbox"/> Seating	<input type="checkbox"/> Confetti
<input type="checkbox"/> Commercial Licensed Vendors	<input type="checkbox"/> Air Supported Bounce House	<input type="checkbox"/> Vehicle/Motorcycle Demo
<input type="checkbox"/> Non-profit Licensed Vendors	<input type="checkbox"/> Tents Greater than 200 SF	

## INITIALS REQUIRED

- LB 1. **Alcohol:** Applicant(s) wishing to sell/consume alcoholic beverages on City property must have approval by the City Commission by Resolution and must hire an extra-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or City Manager. Applicant must have a liquor license and provide liquor liability insurance.
- LB 2. **Cooking Safety:** If cooking, a KWFD Fire Watch must be provided and fire extinguisher(s) with a minimum rating of 3A40BC shall be provided near cooking equipment.
- LB 3. **Sidewalks:** Structures must not interfere with pedestrian movement on the sidewalk. The Special Event Site Plan must show a minimum setback of six (6) feet from the property lines.
- LB 4. **Special Event Site Map:** Indicate where structures, tents, stages, cooking equipment, etc. will be located. The layout must also identify distances to the nearest buildings and property line. If seating will be provided, show seating/chair arrangement.
- LB 5. **Cooking Oil:** Cooking oil must be disposed of properly. Vendors found dumping cooking oil improperly will result in forfeiture of a portion of the Event deposit.

# Special Event Permit Application

# Supplement D – Tents & Structures

Event Name: RWO Key West World Championship

Event Date: Nov 2025-2029

This section will be reviewed by the Key West Fire and Police Departments to determine what safety checks and security needs may be required at the Special Event. The Fee Schedule may be revised based on requirements that may be deemed necessary.

Please contact the following City representatives before completing your application:

Fire Department and EMS – Chief Alan Averette (305) 809-3938

Police Department – LT Joseph Tripp (305) 809-1027

Provide copy of Event Site Map/Layout

Yes ☒

No ☐

## TENTS

Total Number of Food/Beverage Vendor Tents: 4

Total Number of Merchandise Vendor Tents: 20

Total: 24

Tent Supplier Name Four Star (Erik) Contact Number 305-395-1067

Size & Type of Tents: Multiple size tents for race team use to cover equipment. Also tents for merchandise sales and RWO drivers opening ceremonies and drivers meeting.

Provide Certificate of Flame Resistance/Retardant for Tent Fabric.

Yes ☐

No ☒

Will there be any combustibles or flammable liquids under the tent?

Yes ☐

No ☒

Will the sides of the tent be used?

Yes\* ☐

No ☒

*\*Exit plans must be indicated on Site Map Layout.*

## STRUCTURES

What structures will be erected? \_\_\_\_\_

Will structures be erected on any part of a street or sidewalk?

Yes ☐

No ☒

For each structure, note number of footings, weight and dimensions (L/W/H) below:

# Special Event Permit Application

## Supplement E – Street Closure

Event Name: RWO Key West World Championship

Event Date: Nov 2025-2029

### STREET CLOSURE INFORMATION

Street(s) to be closed Duval Block/Address Number(s) 0 Duval to Southard

Cross-Streets: between Greene St. and Fitzpatrick to Simonton

Closure Date(s) Thurs & Friday Time 5:00 pm AM/PM to 6:00 pm AM/PM

### INITIALS REQUIRED

LB

1. **Non-Profit Inclusion:** Applicant(s) who are businesses or private persons who wish to close a City street must make an application jointly with a Non-profit organization. When an Event Organizer proposes a Special Event that will cause the closing of a city street or other public right-of-way, the Event Organizer must donate at least 25% of the Event Organizer's gross revenues or \$1000.00, whichever is greater, to at least one Non-profit organization. The Event Organizer must designate the Non-profit organization(s) on the application for the event. Each named Non-profit organization must provide the City Manager with a letter of agreement with the Event Organizer.

LB

2. **Consent:** The Event Organizer must have neighboring businesses sign a petition of no objection to the street closure. A template consent form can be found in the Special Events Guide.

LB

3. **ADA Restrooms:** Whenever the Event Organizer of a Special Event provides temporary bathroom facilities within 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.

LB

4. **Insurance:** Typical insurance policies may not provide coverage for accidents that may occur off private property and in the City Right-of-way. Events taking place within City Right-of-Way require insurance in the amount of \$1M – liability and \$2M – aggregate.

LB

5. **Public access:** Pedestrians must be allowed access to the closed area free of charge.

LB

6. **Emergency Access:** The closed street/roadway will immediately be available for emergency vehicles and vehicles within the close block.

### SIGNATURE REQUIRED

We the undersigned, agree to save and hold harmless, the City of Key West from all cost and damage to any person and/or property which is caused by any activity, condition, or event arising out of temporary use of the above street for the purpose of this Special Event.

☒ By checking "I agree", you agree and acknowledge your electronic signature is valid and bonding in the same force as a handwritten signature.

Date 4/27/25



## Special Event Permit Application

## Supplement F – City Property

Event Name: RWO Key West World Championship

Event Date: Nov 2025-2029

A list of City Properties that are available for event use, their amenities and Use Fees are listed in the Special Event Guide.

Which City Property do you wish to use? TWP & Amphitheater, Duval & Greene

Which Area(s) of the City Property do you wish to use? \_\_\_\_\_

Will Utilities be required (Water and/or Electricity)? Yes ☐ No ☒

### INITIALS REQUIRED

LB

1. The City makes no guarantees that the requested City Property and Area will be available on the dates requested. Submitting this application acts as a request, not a guarantee.

LB

2. Events taking place on City Property require insurance in the amount of \$1M – liability and \$2M – aggregate.

LB

3. Applicants wishing to sell/consume alcoholic beverages on City property must have approval by the City Commission via Resolution and must hire an extra-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or City Manager. Event Organizer must first have obtained a liquor license and liquor liability insurance.

LB

4. Prior to use of the requested facility, the applicant must provide a refundable deposit and a nonrefundable payment for use of the City Property, as determined by the Fee Schedule. This payment shall be delivered to the City Manager's Office at 1300 White St., Key West, FL 33040 at time of application. All checks shall be made payable to City of Key West.

LB

5. All utility use must be coordinated through City of Key West. Any modification to utilities to support the activity will be at the sole cost of the Event Organizer and must meet City Codes. Utilities used by the Event Organizer will be charged at current rates or agreed upon method.

LB

6. Ingress/egress by the Event Organizer shall be coordinated with the City of Key West.

LB

7. The City property used must be maintained in an orderly and neat condition. City of Key West may request Event Organizer to improve conditions of site within reason if conditions become unacceptable.

LB

8. No trash may be left on site. Use of City of Key West dumpsters is not authorized unless prior approval is obtained from the City Manager.

LB

9. No alcoholic beverages/non-prescription drugs or food may be brought onto or sold on Truman Waterfront without prior approval from the City Commission.

LB

10. 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.



LB

11. Event Organizer 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 City Property that may be caused by the Event activity.

LB

12. All trash (including waste oil) and equipment including portable toilets and trailers shall be removed no later than close of business of the last day of the event. Event Organizer should plan accordingly. City of Key West may impose additional fees for use of City Property beyond usage dates.

#### INITIALS REQUIRED for Truman Waterfront Property

**For Use of Truman Waterfront**, the Event Organizer is subject to the following additional provisions:

LB

13. Event Organizer is responsible for obtaining necessary permits required by any other agencies pertaining to this Special Event such as Federal, State, Local, Coast Guard, Navy, Marine Sanctuary, etc. and is responsible for providing proof of permit prior to entering into an agreement with the City of Key West.

LB

14. Event Organizer must take part in pre- and post-activity walk-through inspections with the City of Key West point of contact, or designee.

LB

15. Event Organizer must provide the City of Key West with a detailed schedule for activities.

LB

16. City of Key West personnel shall be always allowed access to the site.

LB

17. Event Organizer shall provide sufficient personnel to ensure proper and safe operation of the activity.

LB

18. Event Organizer may not stay overnight on Truman Waterfront without prior approval from the City of Key West.

LB

LB

19. Any use of NOAA property or seawall must be coordinated with directly with NOAA.

LB

20. Unfettered access to Navy, NOAA and State Park property must be maintained at all time

LB

21. Use of the inner basin for any activities is not authorized.



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## Detail by Entity Name

Florida Not For Profit Corporation  
SAMUEL'S HOUSE, INC.

### Filing Information

<b>Document Number</b>	N99000004692
<b>FEI/EIN Number</b>	65-0951120
<b>Date Filed</b>	08/09/1999
<b>State</b>	FL
<b>Status</b>	ACTIVE

### Principal Address

1614 TRUESDELL CT  
KEY WEST, FL 33040

Changed: 07/31/2002

### Mailing Address

1614 TRUESDELL CT  
KEY WEST, FL 33040

Changed: 07/31/2002

### Registered Agent Name & Address

Salinas, Tara, Executive Director  
1614 TRUESDELL CT  
KEY WEST, FL 33040

Name Changed: 01/11/2021

Address Changed: 03/27/2008

### Officer/Director Detail

#### **Name & Address**

Title President

Cristy, Spottswood  
1125 Flagler Ave  
Key West, FL 33040

Title Board Member

Beaubien, Alan  
3841 N Roosevelt Blvd  
Key West, FL 33040

Title Board Member

Bent, Debora  
701 Spanish Main # 556  
Cudjoe Key, FL 33042

Title VP

Stokes, Erika  
1033 Sandys Way  
Key West, FL 33040

Title Board Member

Halpern, Michael  
209 Duval Street  
2nd Floor D  
KEY WEST, FL 33040

Title Board Member

Herbst, Jackie  
185 Country Road  
Big Pine, FL 33043

Title Board Member

Thompson, Lauren  
725 Waddell Ave, #7  
Key West, FL 33040

Title Secretary

Trovato, Christine  
2907 Fogarty Ave  
Key West, FL 33040

Title Board Member

Goodall, Jess Miles  
1831 Harris Ave  
Key West, FL 33040

Title Board Member

Myers, Kirby  
206 Gold Club Drive  
Key West, FL 33040

Title Board Member

Brindisi, Shayne  
20 6th Ave  
Key West, FL 33040

Title Executive Director

Salinas, Tara  
5450 MacDonald Ave  
Suite #4  
Key West, FL 33040

Title Board Member

Bender , Emily  
725 Waddell Ave # 8  
Key West, FL 33040

Title Board Member

Nicole, Cates  
2719 Staples Ave  
Key West, FL 33040

Title Board Member

Cates-Deal, Michelle  
201 Front Street  
Suite 333  
Key West, FL 33040

Title Board Member

Phipps, Ingrid  
2420 Patterson Ave, Suite A  
Key West, FL 33040

Title Treasurer

Moore, Scarlet  
718 W Virginia Street  
Key West, FL 33040

Title Board Member

Love, Liz  
1212 Catherine St  
Key West, FL 33040

**Annual Reports**

Report Year	Filed Date
2022	01/13/2022
2023	01/11/2023
2024	01/11/2024

#### Document Images

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<a href="#">01/05/2010 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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<a href="#">04/07/2004 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">08/22/2003 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">07/31/2002 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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<a href="#">07/28/2000 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">08/09/1999 -- Domestic Non-Profit</a>	<a href="#">View image in PDF format</a>





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## Detail by Entity Name

Florida Not For Profit Corporation

KEY WEST POLICE ATHLETIC LEAGUE, INC.

### Filing Information

<b>Document Number</b>	N93000000394
<b>FEI/EIN Number</b>	65-0393483
<b>Date Filed</b>	01/28/1993
<b>State</b>	FL
<b>Status</b>	ACTIVE
<b>Last Event</b>	REINSTATEMENT
<b>Event Date Filed</b>	06/13/2002

### Principal Address

1604 N ROOSEVELT BLVD  
KEY WEST, FL 33040

Changed: 01/27/2003

### Mailing Address

1604 N ROOSEVELT BLVD  
KEY WEST, FL 33040

Changed: 01/27/2003

### Registered Agent Name & Address

Torrence, Steven  
1604 North Roosevelt Blvd.  
KEY WEST, FL 33040

Name Changed: 02/20/2022

Address Changed: 04/07/2015

### Officer/Director Detail

#### **Name & Address**

Title President

Smith, Randall  
1604 N ROOSEVELT BLVD  
KEY WEST, FL 33040

#### Title VP

Stockton, Joseph  
1604 N ROOSEVELT BLVD  
KEY WEST, FL 33040

#### Title 2nd VP

Torrence, Steven  
1604 N ROOSEVELT BLVD  
KEY WEST, FL 33040

#### Title Program Coordinator

Hammers, Jesse  
1604 N ROOSEVELT BLVD  
KEY WEST, FL 33040

#### Title Treasurer

del Valle, Marcus  
1604 N. Roosevelt Blvd  
Key West, FL 33040

#### Title Secretary

Getchel, Erin  
1604 N. Roosevelt Blvd  
Key West, FL 33040

#### Annual Reports

Report Year	Filed Date
2023	03/19/2023
2024	02/13/2024
2025	02/12/2025

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<a href="#">02/14/2020 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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## THE CITY OF KEY WEST

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

### RELEASE AND INDEMNIFICATION

**Race World Offshore, LLC**  
**RWO Key West World Championship**  
**November 2-9, 2025**

**Coffee Butler Amphitheater, Truman Waterfront,**  
**Duval Street, Green Street**

I **Larry Bleil** being authorized to act on behalf of and legally bind **Race World Offshore, LLC** 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.

Sue Turner  
Signature of Witness

Sue Turner  
Print Name

4-23-25  
Date

Lawrence C Bleil  
Signature of Applicant

LARRENCE C BLEIL  
Print Name

4/23/25  
Date

**Key to the Caribbean - Average yearly temperature 77° F.**



# SUPPLEMENT PACKET

**Key West World Championship**

**Nov 2025 - 2029**

SANCTIONING BODY

KEY WEST WORLD CHAMPIONSHIP SERIES EVENT





# 2025 - 2029 Event Dates

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## Race World Offshore

Key West World Championship Dates 2025-2029

<u>Year</u>	<u>Dates</u>	<u>Month/ Day</u>	<u>Month/ Day</u>
2025	TWP Contract	10/28/2025	11/11/2025
	<b>Race Event</b>	<b>11/2/2025</b>	<b>11/9/2025</b>
	Outer Mole	11/1/2025	11/11/2025
2026	TWP Contract	10/27/2026	11/10/2026
	<b>Race Event</b>	<b>11/1/2026</b>	<b>11/8/2026</b>
	Outer Mole	10/31/2026	11/10/2026
2027	TWP Contract	11/2/2027	11/16/2027
	<b>Race Event</b>	<b>11/7/2027</b>	<b>11/14/2027</b>
	Outer Mole	11/6/2027	11/16/2027
2028	TWP Contract	10/31/2028	11/14/2028
	<b>Race Event</b>	<b>11/5/2028</b>	<b>11/12/2028</b>
	Outer Mole	11/4/2028	11/14/2028
2029	TWP Contract	10/30/2029	11/13/2029
	<b>Race Event</b>	<b>11/4/2029</b>	<b>11/11/2029</b>
	Outer Mole	11/3/2029	11/13/2029

# SUPPLEMENT E

## Sunday 4:00 PM Parade Route



# Thursday Night Greene Steet Closure





# Friday Night Duval & Greene Closure



# TRUMAN WATERFRONT PARK





## EVENT SITE MAP



**RV WASTE** **ISLAND REST ROOMS**  
**CALL: 786-766-1067**



# RACE COURSE



**KEY WEST RACE COURSE** - The Key West World Championship race course is a counter clockwise course with a total distance of approximately 4.48 miles. Race teams will mill to the north of turn 3 in preparation for race starts and the finish line is in front of the outer mole and

UPDATED RACE COORDINATES 2024				
RACE COORDINATES	LATITUDE	LONGITUDE	DEPTH	DISTANCE
Turn 1	24.32.608	81.49.628	23	4.48
1A	24.32.559	81.49.584	23	
Turn 2	24.32.455	81.49.039	36	
2A	24.32.455	81.48.984	25	
Turn 3	24.33.898	81.48.364	30	
3A	24.33.907	81.48.448	31	
Start Finish	24.33.355	81.48.763	30	
Safety Zone -1	24.33.356	81.48.886	18	
Safety Zone -2	24.33.319	81.49.123	18	
Spectator Area -1	24.33.564	81.49.925	18	
Spectator Area -2	24.33.334	81.49.164	18	

## Race Control Zones Letters

## Start Times (Eastern Time)

Wednesday 11/6 • Friday 11/8 • Sunday 11/10

10:00am, 10:45am, 12:30pm, 1:15pm, 2:15pm, 3:15pm



# INSPECTIONS & TESTING



## TECHNICAL INSPECTIONS

Teams must turn in their EZ Pass paperwork to official at tech trailer. This tells the inspectors your boat is on the property and ready for inspection. Teams will be called on a first come first serve basis to the tech trailer. No team shall go to the ramp or crane unless cleared by all tech, safety and administration departments. Race Boat must have an RWO Cleared For Racing (CFR) decal affixed to the portside stern of the raceboat.

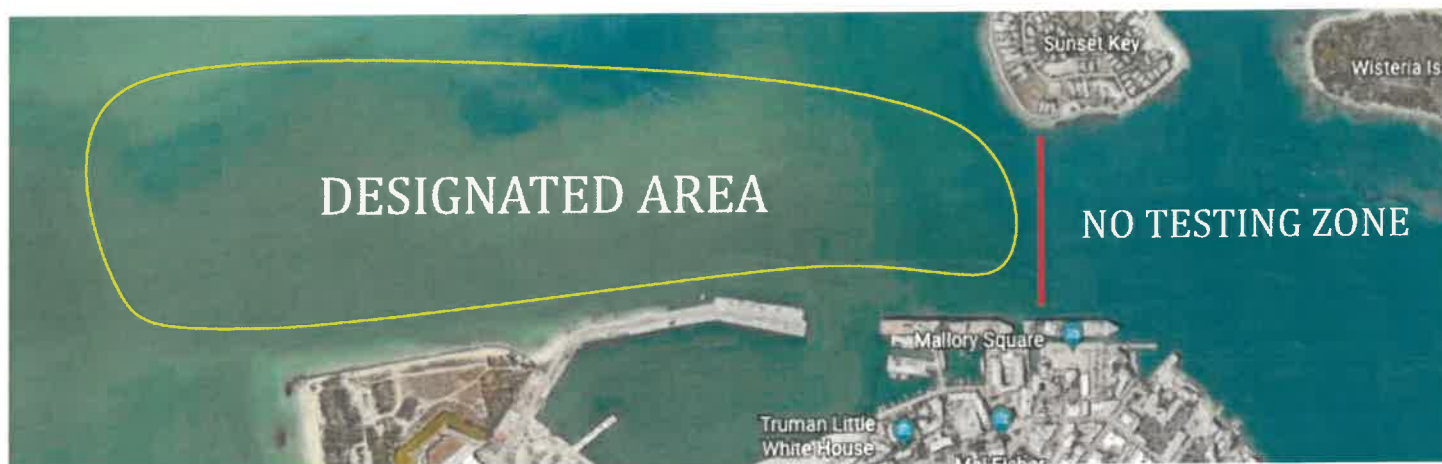
## 5 - PRE-RACE SAFETY AND TECHNICAL INSPECTIONS (Page 15)

- 5.1.1 All race boats entered in a sanctioned race are subject to a pre-race safety and technical inspection by an approved Inspector.
- 5.1.2 The time and place of such inspection shall be published in the Driver's Packet.
- 5.1.3 No race boat may be considered a bona fide entrant in a sanctioned race until such time as the Inspector has passed and signed the official pre-race inspection form.
- 5.1.4 It is the responsibility of the owner or riding crewmember to submit his team's equipment for his inspection. If, in the judgment of the Inspector or Referee, a boat and/or safety equipment is unseaworthy, unsafe, or unmanageable, the non-compliance must be brought to the attention of the event Referee. If the Referee determines that the condition cannot be rectified prior to the start of the race, then he shall have the right to prohibit the boat from competing.

## 3.1 POST-RACE TECHNICAL INSPECTIONS (Page 28)

- 3.1.1 **All Boats Subject To** - All boats are subject to a post-race technical inspection conducted by an approved Inspector. Unless otherwise announced at either of the drivers' meetings, the 1st, 2nd, and 3rd place boats must report to inspection. Failure to drive directly to the designated crane or ramp or to report to inspection within 1 (one) hour after the finish of the contestant's race, (or a reasonable time allowed by the referee depending upon conditions, logistics, and hindrances on the course or returning to the pits,) shall result in a fine, time penalty or disqualification or any combination of the three penalties and a yellow or red card at the discretion of the Referee. A list of approved inspectors shall be issued annually by APBA.

## TESTING - Designated area.



**8.3 (Page 17) Compliance with APBA Rules and Regulations** - Race Teams must comply with all APBA rules and regulations established for each Event, including obeying manatee zones, speed zones, testing times, and testing only in designated areas, if applicable. The teams shall be solely responsible for checking with the appropriate APBA Officials at the Event during registration as to the applicable rules and regulations for testing at the event. Violation of this rule may result in fines, time penalties and/or disqualification.



# EXAMPLE SCHEDULE



ALL - SUBJECT TO CHANGE\*



## 2025 Key West Schedule

### Sunday, November 2nd

#### Locations

10:00 AM - 5:00 PM	<a href="#">Montlick Injury Attorney's Race Village</a> Open	<a href="#">Truman Waterfront Park (TWP)</a>
3:30 PM - 4:00 PM	Parade Participants Lineup	
4:00 PM -	<a href="#">First State Bank</a> World's Fastest Boat Parade	Duval Street
5:30 PM - 9:30 PM	<a href="#">Hanks Saloon</a> Racers & Fans Sunday Funday	<a href="#">409 Caroline St. Naval Air Station Key West, FL 33040</a>

### Monday, November 3rd

10:00 AM - 5:00 PM	Registration & Credentials	Drivers Tent in TWP
10:00 AM - 5:00 PM	<a href="#">Montlick Injury Attorney's Race Village</a> Open	Truman Waterfront Park
10:00 AM - 5:00 PM	Race Boat Inspections in <a href="#">Montlick Injury Attorney's Race Village</a>	Truman Waterfront Park
11:00 AM - 4:00 PM	Dunker Testing	<a href="#">5901 College Rd. College of the Florida Keys</a>
12:00 PM - 5:00 PM	Will Call & Merchandise Tent Open	Truman Waterfront Park
5:30 PM - 9:30 PM	<a href="#">Hank's Saloon</a> Welcome Party promoted by <a href="#">Smokin' Tuna</a>	<a href="#">409 Caroline St. Naval Air Station Key West, FL 33040</a>

### Tuesday, November 4th

8:00 AM - 9:00 AM	Official Drivers Meetings & Opening Ceremonies	Drivers Tent in TWP
8:00 AM - 5:00 PM	Sunoco Fueling Station Open	
9:00 AM - 5:00 PM	<a href="#">Montlick Injury Attorney's Race Village</a> Open	Truman Waterfront Park
9:00 AM - 4:00 PM	Race Boat Inspections in <a href="#">Montlick Injury Attorney's Race Village</a>	Truman Waterfront Park
9:30 AM - 5:00 PM	Registration & Credentials	Drivers Tent in TWP
10:00 AM - 12:00 PM	Dunker Testing	<a href="#">5901 College Rd. College of the Florida Keys</a>
10:00 AM - 4:30 PM	Cranes Open	
10:00 AM - 4:00 PM	Will Call & Merchandise Tent Open	Truman Waterfront Park
11:00 AM - 4:00 PM	Official Testing Time	
6:00 PM - 8:30 PM	The <a href="#">Keys Collection</a> Racer's Party (Tribute to Locals)	<a href="#">Sunset Greene Lawn - 3820 N Roosevelt Blvd, Key West, FL 33040</a>
9:30 PM -	<a href="#">Tiki House</a> Party with <a href="#">Good Boy Vodka</a>	<a href="#">203 Duval Street, Key West, FL 33040</a>

### Wednesday, November 5th | Truman Waterfront Cup

6:30 AM - 7:15 AM	Driver & Throttleman Physicals	
7:30 AM - 8:00 AM	Official Drivers Meeting	Drivers Tent in TWP
8:00 AM - 1:00 PM	Sunoco Fueling Station Open	
8:30 AM - 5:00 PM	<a href="#">Montlick Injury Attorney's Race Village</a> Open	Truman Waterfront Park
8:30 AM - 4:00 PM	Will Call & Merchandise Tent Open	Truman Waterfront Park
8:30 AM - 4:00 PM	Cranes Open	
9:00 AM - 4:00 PM	<a href="#">RWO Vendor Village</a>	Truman Waterfront Park
9:00 AM - 4:00 PM	Fury Shuttle Service behind Opal Key for VIP	<a href="#">245 Front St. Key West, FL 33040</a>
9:00 AM -	General Admission Gates Open	<a href="#">Truman Waterfront Park</a>
9:30 AM - 4:30 PM	XINSURANCE VIP Hospitality & Tents Open	Truman Waterfront Park
	Podium Awards at the Conclusion of Each Race	Outer Mole
10:00 AM - 10:45 AM	Race 1	Bracket Classes 5, 6, 7, Cat 300
10:45 AM - 11:30 AM	Race 2 - Start 1 Race 2 - Start 2	Mod V Bracket Classes 2 & 4
11:00 AM - 4:30 PM	Post-race Technical Inspection (immediately after conclusion of each race)	
11:00 AM - 3:00 PM	XINSURANCE & <a href="#">Monster Energy</a> Hurricane Party presented by Irish Kevin's	211 Duval Street
11:30 AM - 12:30 PM	Harbor Open for Public Traffic	
12:30 PM - 1:15 PM		Stock 450
1:15 PM - 2:00 PM	Race 4	Super Cat
2:00 PM - 2:15 PM	Helicopter Refueling	
2:15 PM - 3:15 PM	Race 5	Pro Class 1, Extreme, & Super V
3:15 PM - 4:15 PM	Race 6	Super Stock
5:30 PM - 9:30 PM	<a href="#">General Horseplay</a> Tomfoolery with <a href="#">Islamorada Brewing</a>	<a href="#">423 Caroline St. Key West, FL 33040</a>

# EXAMPLE SCHEDULE

**ALL - SUBJECT TO CHANGE\***

8:00 PM -	<a href="#">Speedboat Magazine's Rick's Upstairs Party</a>	202 Duval St. Key West, FL 33040
9:30 PM	<a href="#">Teasers Race World Pole Position Party</a>	218 Duval St. Key West, FL 33040

**Thursday, November 6th**

9:00 AM - 5:00 PM	Sunoco Fueling Station Open (Diesel Available)	
9:00 AM - 5:00 PM	<a href="#">Montlick Injury Attorney's Race Village Open</a>	Truman Waterfront Park
10:00 AM - 4:00 PM	Will Call & Merchandise Tent Open	Truman Waterfront Park
10:00 AM - 4:00 PM	Registration & Credentials	Drivers Tent in TWP
10:00 AM - 4:30 PM	Cranes Open	
11:00 AM - 4:00 PM	Official Testing Time	
7:00 PM -	<a href="#">Speed on the Water</a> and Greene Street Party	511 Greene St. Key West, FL 33040
7:30 PM -	Hogs, Boats & Ghosts World Championship Party ( <a href="#">Hogs Breath Saloon</a> )	400 Front St. Key West, FL 33040

**Friday, November 7th | Southernmost Continental Championship**

6:30 AM - 7:15 AM	Driver & Throttleman Physicals	
7:30 AM - 8:00 AM	Official Drivers Meeting	Drivers Tent in TWP
8:00 AM - 1:00 PM	Sunoco Fueling Station Open	
8:30 AM - 4:00 PM	Will Call & Merchandise Tent Open	Truman Waterfront Park
8:30 AM - 5:00 PM	<a href="#">Montlick Injury Attorney's Race Village Open</a>	Truman Waterfront Park
8:30 AM - 4:00 PM	Cranes Open	
9:00 AM - 4:00 PM	<a href="#">RWO Vendor Village</a>	Truman Waterfront Park
9:00 AM - 4:00 PM	<a href="#">Fury Shuttle Service</a> behind <a href="#">Opal Key</a> for VIP	245 Front St. Key West, FL 33040
9:00 AM -	General Admission Gates Open	Truman Waterfront Park
9:30 AM - 4:30 PM	<a href="#">XINSURANCE</a> VIP Hospitality & Tents Open	Truman Waterfront Park
	Podium Awards at the Conclusion of Each Race	Outer Mole
10:00 AM - 10:45 AM	Race 1 - Start 1	Bracket Classes 5 & 6
	Race 1 - Start 2	Bracket Class 7 & Cat 300
10:45 AM - 11:30 AM	Race 2 - Start 1	Mod V
	Race 2 - Start 2	Bracket Classes 2 & 4
11:00 AM - 4:30 PM	Post-race Technical Inspection (immediately after conclusion of each race)	
11:30 AM - 12:30 PM	Harbor Open for Public Traffic	
12:20 PM -	VFC-111 The Sun Downers Flyover	Truman Waterfront Park & Naval Air Station Key West
12:30 PM - 1:15 PM	Race 3	Stock 450
1:15 PM - 2:00 PM	Race 4	Super Cat
2:00 PM - 2:15 PM	Helicopter Refueling	
2:15 PM - 3:15 PM	Race 5 - Start 1	PRO Class 1
	Race 5 - Start 2	Super V & Extreme
3:15 PM - 4:15 PM	Race 6	Super Stock
	Winner Circle after each race	Outer Mole
6:00 PM - 10:00 PM	RWO Duval Street Party presented by <a href="#">Keystar Construction</a>	Duval Street
8:00 PM - 11:00 PM	<a href="#">Monster Energy Ricks Upstairs</a> Championship Party	202 Duval St. Key West, FL 33040

**Saturday, November 8th**

8:00 AM - 5:00 PM	Sunoco Fueling Station Open	
9:00 AM - 5:00 PM	<a href="#">Montlick Injury Attorney's Race Village Open</a>	Truman Waterfront Park
9:15 AM - 9:30 AM	Build a Boat Contestants Meeting	
9:30 AM - 10:30 AM	Building Contest on the waterfront by USCG Ingham	
10:00 AM - 4:00 PM	Will Call & Merchandise Tent Open	Truman Waterfront Park
10:30 AM - 11:00 AM	Boat Build Safety Inspections, Life Jackets and Judging	
11:00 AM -	Boat Build Race Begins	
11:30 AM - 4:00 PM	Cranes Open	
11:30 AM - 4:00 PM	Ramps Open	
12:00 PM - 4:00 PM	Official Testing Time	
5:00 PM - 10:00 PM	<a href="#">XINSURANCE</a> Live Concert at Coffee Butler Amphitheater ( <a href="#">Purchase Tickets</a> )	21 Quay Rd. Key West, FL 33040



# EXAMPLE SCHEDULE

**ALL - SUBJECT TO CHANGE\*****Sunday, November 9th | Conch Republic Championship**

6:30 AM - 7:15 AM	Driver & Throttleman Physicals	
7:30 AM - 8:00 AM	Official Drivers Meeting	Drivers Tent in TWP
8:00 AM - 12:00 PM	<a href="#">Sunoco</a> Fueling Station Open	
8:30 AM - 4:00 PM	Will Call & Merchandise Tent Open	Truman Waterfront Park
8:30 AM - 5:00 PM	<a href="#">Montlick Injury Attorney's</a> Race Village Open	Truman Waterfront Park
8:30 AM - 4:30 PM	Cranes Open	
9:00 AM - 4:00 PM	<a href="#">XINSURANCE</a> VIP Hospitality & Tents Open	Truman Waterfront Park
9:00 AM - 4:00 PM	<a href="#">RWO Vendor Village</a>	Truman Waterfront Park
9:00 AM - 4:00 PM	<a href="#">Fury Shuttle Service</a> behind <a href="#">Opal Key</a> for VIP	<a href="#">245 Front St, Key West, FL 33040</a>
8:30 AM -	General Admission Gates Open	<a href="#">Truman Waterfront Park</a>
10:00 AM - 10:45 AM	Race 1 - Start 1 Race 1 - Start 2	Bracket Classes 5 & 6 Bracket Class 7 & Cat 300
10:45 AM - 11:30 AM	Race 2 - Start 1 Race 2 - Start 2	Mod V Bracket Classes 2 & 4
11:00 AM - 4:30 PM	Post-race Technical Inspection (immediately after conclusion of each race)	
11:30 AM - 12:30 PM	Harbor Open for Public Traffic	
12:30 PM - 1:15 PM	Race 3	Stock 450
1:15 PM - 2:00 PM	Race 4	Super Cat
2:00 PM - 2:15 PM	Helicopter Refueling	
2:15 PM - 3:15 PM	Race 5 - Start 1 Race 5 - Start 2	PRO Class 1 Super V & Extreme
3:15 PM - 4:15 PM	Race 6	Super Stock
5:30 PM - 6:00 PM	World Championship Pre-Awards Music	<a href="#">21 Quay Rd, Key West, FL 33040</a>
6:00 PM - 8:00 PM	Coffee Butler Amphitheater RWD Awards Ceremony	<a href="#">21 Quay Rd, Key West, FL 33040</a>

# RACE WEEK EVENT BRIEF



## Event Location:

Truman Waterfront Park (TWP) - Southard St, Key West, FL 33040

## Parking Assignments:

Teams will be placed upon arrival based on equipment and available space

Race Teams may arrive Saturday Nov 2nd.

Turn Left at TWP Circle and pull along right hand side.

Look for RWO Official or walk to Drivers Tent by Coast Guard Cutter

Teams will receive an EZ Pass when they arrive at their assigned dry pit area.

## Inspections:

Inspections will begin upon arrival coordinated by Chief Tech Inspector

This EZ Pass shall be completed and returned to an RWO Official at the Tech Trailer to be booked in order for inspections. This is a first come first serve format and we suggest your crew chief complete it and turn it in upon arrival.

Race Boat must have a 2024 decal affixed to the portside stern to test and race

## EZAlerts Messaging:

For updated necessary communication - Text ezkw24 to 828-499-8660.

## Sunday First State Bank Parade: November 3rd

3:30 lineup - No required lineup order. Street legal equipment only. 4:00 Start

## Opening Drivers Meeting & Ceremony:

Mandatory Drivers & Throttleman Meeting & dignitaries (Tuesday Nov 5th • 8:00am)

Tow Vehicle Truck Drivers Required

Role Call Driver of record will acknowledge when called, with last name

Any emergency request for absence from a mandatory meeting must be cleared in advance with an Official. (Richie Dancisin - 732-600-5054)

## Merchandise Will Call: - 3 Quay Rd. Key West, FL 33040 (Butler Blvd & Quay Rd.

See Schedule for Event Open & Closing Hours

- Merchandise Sales
- VIP Ticket Pick up
- General Admission Ticket Sales
- Media Pass Pick

## Alternate VIP Will Call & Water Shuttle

Fury Watersports - Waterside Tiki Hut - 241 Front St, Key West, FL 33040

Only VIP Pass holders Can Access Water Shuttle

## RV Waste:

Teams must have paid an RV Fee to be on property

Pump out numbers are on Dry Pit Map

## Oil Disposal:

Teams will be responsible to dispose of their own oil responsibly. If necessary, find a local auto parts store and dispense of your used oil safely.

## Race Fuel Purchase Requirements:

Each team is required to purchase a minimum amount of fuel on site. When

Southern Racing Fuels completes their weekend calculations, any team that did not purchase the minimum requirement will be invoiced for the required amount.

## Sunoco Fuel Available: Unleaded 93 & Standard 110

Super Cat, Super Vee	100 Gallons	Modified Vee	35 Gallons
Class 1 USA, Extreme	120 Gallons	Bracket Classes 1-5	35 Gallons
Stock 450	75 Gallons	Bracket Classes 6 & 7	25 Gallons
Super Stock	35 Gallons	UIM Class 3X / 3C	25 Gallons



WATER ADVENTURES  
KEY WEST



Key West  
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# RACE WEEK EVENT BRIEF



**A substitute driver or throttleman** for test-day or race day must meet all the same qualifications as driver/throttleman and be cleared through administration as an alternate riding crew member.

**Channel Markers** - Be aware of Channel Marker when starting race and marker on the west side of turn 3.

**Rule Briefs** - APBA rules are stated in full in the official online rule book. Overview briefs are included in drivers packet for a general understanding but are not to be considered as official rulings from the APBA rulebook.

## **Livestream & Radio Broadcast**

Facebook - Facebook.com/RaceWorldOffshore

YouTube - YouTube.com/@RaceWorldOffshore

FM Radio - The Zone 97.7 WAVK

Online - thezone977.com & iHeart Radio

**Friday Night Parade** - All boats must line up in their assigned spot, no additional carts or equipment and should monitor EZ Texts for 10:00 pm return to pits.

**Boats off Plane** - All broken, disabled or boats that have completed must turn into the inside of the race course. No boats may turn right into the basin.

**Testing** - Teams must call into 78A when requesting to test before leaving the inner basin to avoid any accidents. And no testing in the inner harbour.

**Truman Waterfront Park** - Please respect the park when driving on the grass. There is to be no racing scooters, bikes in amphitheaters or any trash left behind.

**Awards** - Wednesday and Friday will be immediately at the conclusion of each race. There will be very little time to spare. Inside the wet pit basin on the Outer Mole

**Awards** - Sunday prompt at 6:00 pm in Coffee Butler Amphitheater. Sunday Conch Offshore podium finishers first then World Champion Awards Ceremony.

**Event Departure** - All race team equipment must be out of Truman Waterfront Park by mid-day Tuesday November 12th.

**Event Changes** - Details in this packet, online or posted at event could change due to many reasons. RWO will work to ensure changes are communicated to teams.

## **Race Cancellation:**

Please be advised that the safety and well-being of all participants is our foremost priority. We reserve the right to cancel the race in the event of harsh or unsafe conditions, including but not limited to severe weather, environmental risks, or any unforeseen hazardous situations. In such cases, while we regret any inconvenience caused, please understand that the decision to cancel is made with the participants' safety in mind. Please note that race entry and all fees are non-refundable, as they are used in advance to cover the costs of race preparation and administration. We appreciate your understanding and cooperation in ensuring a safe and enjoyable experience for everyone involved.



WATER ADVENTURES  
KEY WEST



Key West  
International Airport



44th Annual Offshore World Championship

# RWO LIVE BROADCAST



**BROADCASTING ONLINE AND RADIO WEDNESDAY, FRIDAY & SUNDAY STARTING AT 10:00 AM**

**LIVE NOVEMBER 6TH, 8TH & 10TH, 2024**

## Live Video Broadcast on Race Days starting at 10:00 am



**Facebook.com/RaceWorldOffshore**

*Projected to reach 100,000 Viewership*



**YouTube.com/@RaceWorldOffshore**

*Projected to reach Globally 500,000 Views*



**www.RTH.tv**

*Projected to reach Globally 2,000,000 Views*



**Victory+**

**IOS & Google Play**

*In conjunction RTH.tv reach Globally 2,000,000 Views*

## Live Flag to Flag Radio Broadcast on Race Days starting at 10:00 am



**The Zone 97.7 WAVK | thezone977.com**

*Radio Listening & Online Reach Globally 500,000 Views*



**iHeart Radio & TuneIn**

**Download App & Search WAVK**

*Radio Listening & Online Reach Globally 100,000*

## LIVESTREAM - CHAMPIONSHIP AWARDS CEREMONY



**LIVE VIDEO BROADCAST -**

**Sunday Nov. 10th Starting at 6:00 pm**

# RACE REQUIREMENTS



## Online Registration:

Registration is requested to be completed online two weeks prior to the Friday of the event weekend. Register in advance to ensure you're fully prepared when you arrive in Key West.

## Early Registration Allows For:

- Dry pit layout and location assignments
- Paperwork prepared for team onsite registration process
- No manual paperwork transactions
- Promotion of the number of teams and boats per class
- Digital scoring paperwork to be uploaded to software
- Entry lists to be submitted to media outlets
- Correct number of awards and flags ordered
- Adequate banquet, party or meeting space preparation
- Fuel vendor to prepare for the necessary amount of fuel to transport

## RWO Requirements:

- Complete the Race Event Registration Form
- Complete member registration form for each riding crew member and those who will be required in the restricted crane area
- Fill out the escape/exit plan (only canopy boats)
- Add 1 Race Event Payment and the total number of memberships to your cart for one single payment

## APBA Requirements:

- Renew your APBA membership or become a new APBA Member - [apba.org](http://apba.org)
- All Members in hot pits (crane area) must have an active APBA membership
- Driver & Throttleman must submit a current medical certificate.  
[tinyurl.com/yn9mqts8](http://tinyurl.com/yn9mqts8)
- Driver & Throttleman must submit a capsule certificate. [tinyurl.com/yn9mqts8](http://tinyurl.com/yn9mqts8)
- Register your boat with APBA. [tinyurl.com/yn9mqts8](http://tinyurl.com/yn9mqts8)

## Unsportsmanlike conduct

Poor conduct will not be tolerated and will be met with swift and appropriate action by RWO.

## Rule Book:

RWO will follow the guidelines and rules from the most current issue of the APBA OFFSHORE RULE BOOK which can be found here <https://apba.org/resources.php> in the APBA.org Resource Library.

## RWO STAFF & DEPARTMENTS

President	Larry Bleil
Race Director	Rodrick Cox - Event Contact 704-905-7441
Chief Inspector	Richie Dancisin
Course Marshal	Randy Mearns
Medical Directors	Dr. Michael Janssen & Dr. Kellee Reed
Chief Scoring Official	Brittany Tomlinson
Race Control	Dale & Lisa Owens / Robert Allen
Safety Director	Shawn Steinert
Registration	Holly Steinert / Terri Ludemann
Chief Referee	Mark Austin
Cranes	Dave Brown & Jeff Bleil
Dry Pit Logistics	Randy Mearns



Key West  
International Airport





# 44th Annual Offshore World Championship

## RACE DAY CHECKLIST



### CHECKLIST

- ☐ Monitor 78A & EZAlerts (Text: ezkw24 to 828-499-8660)
- ☐ Crane priority is for the boats of that race & time
- ☐ Props and straps ready before arriving at crane
- ☐ VBox / data logger SD card installed
- ☐ Cameras and SD cards ready and equipment on
- ☐ Always be ready to launch early with changing event conditions
- ☐ Milling direction is counter-clockwise
- ☐ Orange smoke - Stay milling, but prepare to get on plane and start Race
- ☐ Red flag to yellow flag in milling circle, means be prepared to move
- ☐ 100 feet behind pace boats
- ☐ Observe finish line every lap for checkered flag, this stops the race in addition to red flag
- ☐ Red flag - Come off plane return to center of course, monitor 78 A
- ☐ Count your laps and do not run extra laps. A checkered flag may not be thrown for your class winner
- ☐ Wide berth to hovering helicopter or safety boats in race course
- ☐ After the checked flag, boats must turn to the inside of the race course
- ☐ No passing within your class in a caution zone

### RED FLAG

3.18.4 Should an emergency stoppage be necessary (Page 27)

The medical helicopter, turn/check boats and/or pace boat will display a red flag and/or discharge red flares or a thumbs down signal. All boats will then return to the center of the course under safe and prudent Rules of the Road, and finish positions shall be recorded as they were at the finish line just prior to the stoppage of the race. The Chief Scorer decision on restart positions is final.

### CHECKERED FLAG PROCEDURE

In the event of multiple classes running in the same race, the checkered flag will not be waived until the first place boat of the slowest class crosses the finish line finishing their final lap. However, if a lapped boat in a faster class is crossing the finish line at the same time, the flag will not be waved to ensure that boat completes its lap. When the checkered flag waves the race is over and all scoring is completed.

### Livestream & Radio Broadcast

Facebook - Facebook.com/RaceWorldOffshore

YouTube - YouTube.com/@RaceWorldOffshore

FM Radio - The Zone 97.7 WAVK

Online - thezone977.com & iHeart Radio

**ALL - SUBJECT TO CHANGE**  
Classes for each start TBD

### Day 1 & 2

CLASS	Laps	Mileage	Total
Super Cat	10	4.48	44.8
Class One	10	•	44.8
Extreme	8	•	35.84
Super Stock	8	•	35.84
Stock 450	8	•	35.84
Super V	8	•	35.84
Mod V	7	•	31.36
Bracket 2	6	•	26.88
Bracket 3	6	•	26.88
Bracket 4	6	•	26.88
Bracket 5	5	•	22.4
Bracket 6	5	•	22.4
Bracket 7	4	•	17.92
UIM 3X/ 3C	4	•	17.92

### Day 3

CLASS	Laps	Mileage	Total
Super Cat	14	4.48	62.72
Class One	14	•	62.72
Extreme	13	•	58.24
Super Stock	10	•	44.8
Stock 450	10	•	44.8
Super V	10	•	44.8
Mod V	10	•	44.8
Bracket 2	8	•	35.84
Bracket 3	8	•	35.84
Bracket 4	8	•	35.84
Bracket 5	8	•	35.84
Bracket 6	8	•	35.84
Bracket 7	6	•	26.88
UIM 3X/ 3C	6	•	26.88

### EMERGENCY TRANSPORT

Lower Keys Medical Center  
5900 College Rd,  
Key West, FL 33040  
(305) 294-5531

### CONTACT ON SITE

Rodrick Cox (RWO) - 704-905-7441





# EZ Pass Inspections (Key West)

Complete all the checkboxes below pertaining to both the Technical Inspection and Safety Inspection requirements. After your team has completed and filled in the entry blanks below, turn this form in to the RWO Inspection Trailer. **Important Note:** Crew chief and mechanic will be required to take their boat to the designated area for a complete inspection when called. This is first come first serve process once your pass is turned in. Teams shall not move their boat until notified by an inspector. Teams will only be called during posted inspection hours.



- Walk this EZ Pass paperwork to the RWO Technical Inspection Trailer
- An Inspector will call you when you are to be staged next in line
- Do not drive to inspections until you are called on the phone by an Inspector
- This is a first come first serve basis. Turn your paperwork in hours in advance
- **DO NOT WAIT UNTIL THE LAST MINUTE**

Inspection Contact: Lee Stanford - (908) 403-2058 Race World Offshore

Cut here - Return bottom half

## TECHNICAL INSPECTION ITEMS TO BRING:

- ☐ Tool bag and all tools for complete inspection
- ☐ Equipment to turn motor by hand
- ☐ Racepak data Logger installed
- ☐ Crew chief and mechanic

## SAFETY ITEMS TO BRING:

- ☐ Driver & Throttleman helmets
- ☐ Driver & Throttleman PFD
- ☐ Crane straps
- ☐ Any spare air redundant system

Boat #

Team Name

Print Name

Cell #

Day / Time.

# COMMON PENALTIES



## 2.3.1 Failure to maintain slots or lanes (Page 18)

For the distance announced by the referee at the Driver's meeting will result in penalties at a minimum of one yellow card, up to a maximum of disqualification and a red card.

## 3.1.5 All boats in weight-regulated classes (Page 19)

must report to the crane immediately upon completion of the race. No private cranes or scales will be utilized for official weighing. The APBA Offshore scale(s) is/are the only official scale(s) and as such may not be protested.

## 3.4.1 Pace Lap / Flying Starts (Page 21)

Starting order (Lanes) for the first race of the season and the first race at the World Championships shall be determined by lottery or qualification. All following race lanes will be determined by either qualification (if available) or the order of finish at the previous race. Any boats that did not compete at a prior event will be placed in the outside lanes in the order of their entry dates for that event. These lanes are to be maintained through the completion of turn one. The referee may, depending upon course design, instruct drivers to maintain those lanes through turn two as well. Under no circumstances at any point during the race may a race boat impede the boat or boats to the inside or enter an inner lane without at least a two-boat length overlap. An aerial camera (helicopter or drone) must be in place at the first turn for any race with 5 or more starters to record lane discipline. Any driver violating this rule will receive a 1 lap penalty. Secondary buoys may be used for larger fleets to assure separation where needed. For starting lane violation penalties, see Section IV Rule 2.3.1

\* Please refer to Page 21 of the APBA rulebook for the complete rule text of 3.4.1 Pace Lap / Flying Starts.

## 3.15.5 Missing a Turn - Short course or lap less than 12 miles (Page 26)

The course must be taken at all times in sequence. Should a checkpoint be missed, the sequence must be picked up at the next mark (no boat shall retake a missed mark), a 30 second penalty will be assessed for each mark missed. Should the missed mark result in significantly shortening the course (i.e., Missing dog leg) there will be a 1 lap penalty assessed.

## 3.15.7 Hitting a buoy (Page 26)

If a buoy is hit by a boat there will be no penalty unless the buoy is dislodged or damaged. The boat that hit the buoy shall receive a one lap penalty and a maximum fine of \$3,000.00.

## 3.18.4 Should an emergency stoppage be necessary (Page 27)

The medical helicopter, turn/check boats and/or pace boat will display a red flag and/or discharge red flares or a thumbs down signal. All boats will then return under safe and prudent Rules of the Road, and finish positions shall be recorded as they were at the finish line just prior to the stoppage of the race. The Chief Scorer decision on restart positions is final.

## 7.1.7 Start Violations Infractions of starting rules are as follows (Page 31)

- a. Jumping start - 1 minute, repeat offender in a single season - 2 minutes
- b. Crowding pace boat - 1 minute
- c. Turning wrong direction in milling area - 1 minute
- d. Interference with starting procedure - 1 minute
- e. On plane in milling area - disqualification for the event.

## 6. BRACKET CLASS RULES - Speeds will be confirmed by GPS (Page 97)

- A. Official APBA GPS units are:
  - Racelogic VBOX Sport
  - Racelogic Video VBOX Lite
  - Racelogic HD2 System
  - Racelogic HD2-HDMI
- B. If unable to read your data, you will be disqualified and receive no points for the event. Any team found to be manipulating data will be disqualified and will receive a yellow card.

\* Refer to Page 97 of the APBA rulebook for the complete text of Rule #6 within the Bracket Class Rules.

## How a GPS Breakout is Determined (Page 97-99)

- A. A GPS breakout is any speed that goes above the bracketed class speed for a duration of time that exceeds 3 seconds.
- B. A GPS breakout speed with a duration time that measures 3 seconds or less will not be counted as a breakout.
- C. For each boat when a breakout occurs, the total duration of time will be the measurement of the total breakout.

\* Please refer to Page 97-99 of the APBA rulebook for the complete text of How a GPS Breakout is Determined.



**Thank you to everyone for your  
support to make the Key West World  
Championship race a successful event.**

**On behalf of RWO  
Thank you!**

# Special Event Permit Application

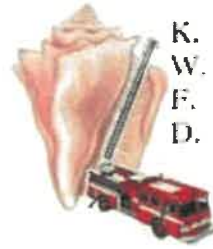
## Department Approvals

Event Name: RWO Key West World Championship

Event Date: November 2-9, 2025

Department	Signature / Restrictions / Conditions
Special Events Manager	<i>Kelli Funkhouser</i>
Code Compliance	Sophia Doctoche
Engineering	David Allen
Fire Department	See Conditional Memo from Dereck Berger
KW DOT	
Parking	
Police Department	Alex Gaufillet
Port & Marine Services	<i>[Signature]</i>
Property Management	
Community Services	<i>[Signature]</i>
Utilities	Matt Willman
Other:	





## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

To: Race World Offshore (larrybleil@gmail.com)

From: Lieutenant Dereck Berger

Date: 5/14/25

Reference: Race World Offshore Championship and Events

This office reviewed the special event application for the Race World Offshore Championship and events to be held November 2-9, 2025.

The following conditions apply:

- Any cooking that takes place on city property needs to have a Life Safety Inspection.
- Attached are the vendor regulations for special events.
- One lane needs to stay clear of obstructions on the Duval Street closure to allow emergency vehicle passage.
- Fire Hydrants cannot be blocked by any type of vehicle.
- A fire apparatus with a three-man crew is required to be present during fueling hours, a fire boat with a three-man crew, a two-man gator crew and two ambulances with two-man crew is required on race days. All personnel will be paid an hourly rate of \$70.00 per hour.
- **Event coordinator is responsible for scheduling the inspection with this office.**

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

**Dereck Berger**

**Lieutenant/ Inspector**

Key West Fire Department

1600 N. Roosevelt Blvd

Key West, FL 33040

Office 305-809-3917

[Dereck.berger@cityofkeywest-fl.gov](mailto:Dereck.berger@cityofkeywest-fl.gov)

*Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.*

305 809 3917  
KEY WEST



K.  
W.  
F.  
D.

## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700



3266 LSN 13X

*Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.*





## Key West Fire Department

### Office of the Fire Marshal

Jason Barroso, Fire Marshal  
Tim Anson, Capt. / Fire Inspector  
Tommy Bouchard, Capt. / Fire Inspector  
Dereck Berger, Lt. / Fire Inspector  
Michael Anderson, Lt./ Fire Inspector

1600 N. Roosevelt Blvd.  
Key West, FL 33040  
Phone: (305) 809-3933  
Fax: (305) 293-8399

## Food Booth and Vendor Regulations

### Vendor Booth Construction and Location

1. Each vendor booth shall have at least one exit way, minimum 3 feet wide by 6' height (booth frame shall not intersect exit path).
2. A 60-inch clearance shall be maintained between the cooking surface and any combustible canopy.
3. All hydrants must maintain 5' clearance on each side to allow fire department access.
4. **Each vendor shall stay within their assigned area, equipment and supplies shall not be staged outside their allotted space. ie: sidewalks, exit ways.**

### Butane or Propane equipment:

1. Shut-off valves must be provided at each fuel source.
2. Tanks must be protected from damage and secured in an upright position and must be located at least 5 feet apart from each other.
3. No storage of extra butane or propane tanks in booth.
4. Tanks not in use must be turned **OFF**.
5. Unused fuel cylinders shall be stored in a secured position. Unused cylinders must be located 50 feet away from all combustibles.

All compressed gas bottles, flammable or non-flammable shall be properly secured to prevent accidental tipping over.

### Electrical Power:

1. Generators shall be placed in locations approved by the Fire Marshal's Office for "special events" use.
2. Refueling of generators is prohibited during event hours. No extra fuel shall be stored during event hours.
3. During approved refueling times, no smoking or open flames are allowed within 25 feet.
4. Extension cords shall be of grounded type and approved for exterior use. Extension cords shall be placed so as not to create a hazard.

### **Charcoal Cooking:**

1. Charcoal cooking must be located in areas away from public access.
2. Charcoal cooking must be 10 feet away from combustible structures and parked vehicles.
3. Coals shall be disposed in metal containers

### **Deep Fat Frying/Flambé/Open Flame Cooking:**

1. Deep fat frying is defined as any cooking operation or process whereby the product floats or is submerged in hot oil during the cooking process.
2. The cook area must not be accessible by the general public.
3. Deep fat frying equipment must be equipped with a temperature regulating device.
4. Separation must be maintained with a minimum of 3 feet clearance between deep fat frying and flambé or open flame cooking.

### **Fire Extinguishers:**

1. Each cooking booth must be equipped with a fire extinguisher with a minimum rating of **3A:40B:C**. (dry chemical extinguisher)
2. For vendor booths, the maximum travel distance to a fire extinguisher with a minimum rating of **3A:40B:C** must not exceed 75 feet.
3. Fire extinguishers must be serviced annually and be tagged accordingly.
4. Each generator must be provided with a fire extinguisher with a minimum 40B:C rating. The extinguisher shall be located near the generator and accessible at all times.
5. Each cooking booth that is using deep fat fryers must have a **6 Liter Type K** (wet chemical fire extinguisher).

### **Miscellaneous:**

Fire Hydrants – Fire Hydrants must not be obstructed at any time for any reason.

Streets – Parking is limited, therefore, do not leave your vehicle parked where it will block the street in such a manner as to prevent other vehicles from passing.

*The above regulations are not inclusive of other general fire safety provisions that may be imposed upon inspection.*

***Any booth not in compliance will be immediately closed.***

## **Fire Safety Tips**

1. Know where the nearest fire extinguisher is located and how to use it.
2. **DO NOT** leave cooking operations unattended.
3. **DO NOT** wear loose fitting clothing while cooking.
4. Remove trash accumulation regularly.
5. Keep combustibles away from heat sources.
6. Do not spray lighter fluid on briquettes that have been previously ignited.
7. In case of emergency, **DIAL 9-1-1.**