

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

Name of Applicant(s) Southernmost Beach Café

Address of Applicant(s) 1405 Duval Street Key West, FL 33040

Phone Number of Applicant(s) 305-296-6577 ^{ext. 2510} Fax: _____ Email mpbabich@southernmostresorts.com

Name of Non-Profit (s) Key West Sunrise Rotary

Address of Non-Profit(s) P.O. Box 2354 Key West, FL 33040

Phone Number of Non-Profit(s) 305-295-5200

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving All Profits, 40% of Revenue
At least

Date/Dates of Event Saturday, August 31st (Rain date of Sunday, Sept. 1st)

Hours of Operation 3:00 p.m. - 8:00 p.m.

Estimated/anticipated number of persons per day 1750

Location of Event 1405 Duval Street

Street Closed From ~~man~~ partical, from entrance to Southernmost mansion to Southernmost Beach Café.

Detailed description of event Brewfest Key West,

Beer tasting and food of several different brands and styles.

Noise exemption required: Yes _____ No X

Alcoholic beverages sold/served at event: Yes X 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.

M. P. Babich

3/7/13

Applicants Signature

Date

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

Revised for
Third Reading
11/19/02

ORDINANCE NO. 02-29

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

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

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

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

Sec. 6-26. Payment for city services.

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

(b) The city manager shall establish a cost schedule for additional or extraordinary support services for the events referred to in subsection (a) of this section, which schedule shall be subject to approval of the city commission. The city manager is authorized to provide reasonable terms for time and manner of payment. If the event sponsor fails to pay the full costs at the time determined by the city manager or, if no such deadline is

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

established, then within thirty (30) days after the event the city may impose an interest charge on the amount due at the rate of one and one half percent (1-1/2%) per month.

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

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

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

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

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

No booth or stall set up for a special event and serving any amount or type of food and/or beverage, or selling merchandise, shall be placed directly in front of, or within five(5) feet of the property line of, a restaurant or a bar or a retail store (selling

primarily the same or similar merchandise), unless the owner of the restaurant, the bar or the store consents. This section shall not apply to major festivals as defined in section 6-58.

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

Sec. 6-56. Application.

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

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

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

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

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

~~A percentage of the revenues of a special event that causes the closing of a city street must be donated to the nonprofit organization and, at the sponsor's option, to additional charities. On the application form issued by the city manager, the nonprofit must state the amount or percentage of revenues it anticipates to receive from the special event.~~ When a sponsor proposes a special event that will cause the closing of a city street or other public right-of-way, the sponsor must donate at least twenty-five percent (25%) of the sponsor's gross revenues or \$1,000.00, whichever is greater, to at least one nonprofit organization. The sponsor must designate the nonprofit organization(s) on the application for the event. Each named nonprofit organization must provide the city manager with a letter of assent.

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

Sec. 6-58. Major festival.

(a) A major festival is a special event of regional impact. Major festivals are: ~~Faney~~Fantasy Fest, Hemingway Days, Goombay Festival, Conch Republic Celebration, the Poker Run, the Valentine's Day event for Wesley House, the Red Ribbon event at ~~Mango's~~ Mangoes, and such other special events as may be added or subtracted by resolution of the city commission. Private persons

or business entities who sponsor major festivals are not required to provide funds to a non-profit organization per section 6-57. An application for a major festival must be received in the city manager's office at least six (6) months in advance of the scheduled event. ~~have a non profit coapplicant or to provide a percentage of revenues to a charitable cause.~~

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

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

Sec. 6-61. Temporary bathroom facilities.

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

Section 7. If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the remaining provisions of this Ordinance shall be deemed severable

therefrom and shall be construed as reasonable and necessary to achieve the lawful purposes of this Ordinance.

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

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

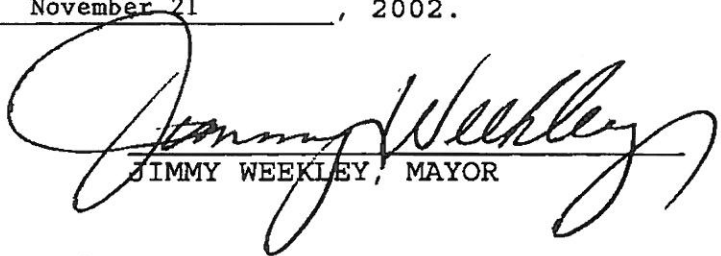
Read and passed on first reading at a regular meeting held this 16th day of October, 2002.

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

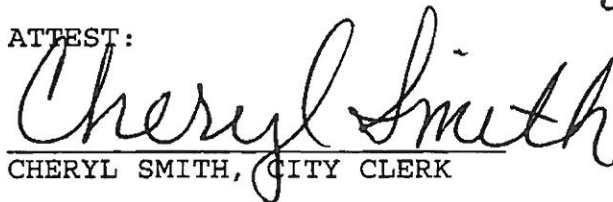
Read and passed on final reading at a regular meeting held this 19th day of November, 2002.

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

Filed with the Clerk November 21, 2002.


JIMMY WEEKLEY, MAYOR

ATTEST:


CHERYL SMITH, CITY CLERK



THE CITY OF KEY WEST
POST OFFICE BOX 1409
KEY WEST, FLORIDA 33041-1409
WWW.KEYWESTCITY.COM

MEMORANDUM

TO: Mayor & Members of the City Commission

FROM: Robert Tischenkel
City Attorney RT






DATE: October 17, 2002

RE: Special Events Ordinance
Second Reading

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

- Section 6-26. The requirement of certified check or credit card applies only to the down payment.
- Section 6-27. The requirement of payment for parking meters has been removed altogether. In its place is a new section concerning food and beverage booths, and a prohibition against their placement in front of or near restaurants and bars.
- Section 6-56. The contact person's telephone number is now required.
- Section 6-57. Each nonprofit organization named by a sponsor in the application must provide a letter of assent to the City Manager.
- The effective date of the ordinance is January 1, 2003.

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

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

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

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

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

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

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

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

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

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

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

Sponsor's Signature _____

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

Sponsor's Signature _____

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

Sponsor's Signature _____

Complete Checklist for Event Recycling City of Key West

- Identify contact person at the festival responsible for working with recycling.
Name of person: Matthew Babich Phone number: 305-295-5200
- Identify the recyclable commodities that will be used by the public and behind-the-scenes.
Aluminum X Glass X #1 Plastic X #2 Plastic X Steel _____
Corrugated Cardboard X Other: _____
- Define the amount of recycling containers needed for the festival grounds (based on commodities used at the event and where they will be used and discarded. When recyclables are used throughout event, 1 recycling container for every 1 trash barrels will be used).
Amount of recycling and garbage containers needed: 15
- Arrange for recycling containers for the grounds and a large container (roll-off or festival box) and coordinate delivery and removal arrangements. Recycling containers may be ordered from Waste Management. 305 296-2825.
Arrangements made: yes, Greg Sullivan
- Capacity of containers on grounds: _____
Contact person for containers: Margaret Lena 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: yes, Rotarians will be monitoring
- 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: Waste Management - Greg Sullivan.
- 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.
- 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

X 

SOUTHERNMOST HOTEL
 SOUTHERNMOST ON THE BEACH
 LA MER & DEWEY HOUSE
 1319 DUVAL ST
 KEY WEST, FL 33040

BB&T
 KEY WEST, FL 33040
 63-9138/2631

042427
 3/7/2013

PAY TO THE ORDER OF City Of Key West
 One Thousand and 00/100 *****
 \$ **1,000.00

City Of Key West
 P.O. Box 1359
 Key West, FL 33040-1359

DOLLARS
 VOID AFTER 90 DAYS
 PETTY CASH
 MP

MEMO

SOUTHERNMOST HOTEL, SOUTHERNMOST ON THE BEACH, LA MER & DEWEY HOUSE
 1319 DUVAL ST, KEY WEST FL 33040 • PHONE (305) 296-6577

3/7/2013
 042427
 1,000.00

deposit for recycling for Brewfest 2013

City of Key West
 *** CUSTOMER RECEIPT ***
 Oper: KEYWMBM Type: OC Drawer: 1
 Date: 3/15/13 45 Receipt no: 50062

Description	Quantity	Amount
ZZ UNUSUAL PAYMENT	1.00	\$1000.00
G/L account number: 00100002200100		

RECYCLING BREWFEST

Tender detail		
CK CHECK	42427	\$1000.00
Total tendered		\$1000.00
Total payment		\$1000.00

Trans date: 3/14/13 Time: 15:23:29

Petty Cash (B

1,000.00

Key West Brewfest
at Southernmost Beach Café, 1405 Duval Street
August 31st, 2013
4pm-8pm

Recycle Plan

Recycle Coordinator: Greg Sullivan

Recycle Coordinator will:

- Inform Sunrise Rotary Staff of recycling policy
- Coordinate recycling containers on street (extra bins will be leased if necessary)
- Recycled items will be pickup by Waste Management through our business account
- Report recycled materials to the City of Key West (Annalise Mannix 809-3747)
- ensure waste containers are placed throughout event area
- Make sure recyclables and trash are separated.

Minimum City Requirements:

1. Recycle bins for cans and bottles within 50 feet of all drink/drink sales locations
2. Sunset Rotary's staff will separate bottles, cans and cardboard into businesses appropriate sorting area.
3. Recyclables will be picked up by Waste Management
4. Cardboard will be recycled through Southernmost Cafe's business Waste Management account
5. Recycle bins will be clearly marked to reduce sorting time.

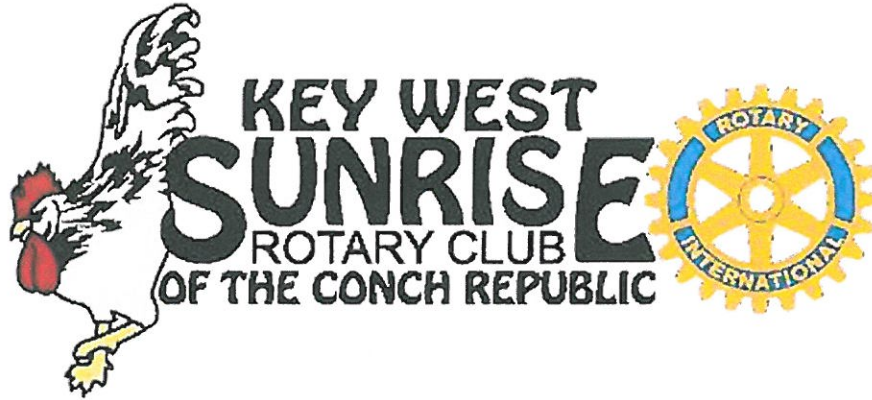


THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3828

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

A handwritten signature in blue ink is written over a horizontal line. The signature is stylized and appears to be the initials "S. J. M." followed by a long, sweeping flourish.



To Whom It May Concern:

We are working together with the Southernmost Hotel Collection and Southernmost Beach Café on the fourth annual BrewFest Key West.

We believe this is an exciting new festival on Labor Day weekend, which is traditionally a slow time for our destination, which will draw people to Key West, entertain them while they are here and raise thousands of dollars for Key West Sunrise Rotary.

This letter is on behalf of the Key West Sunrise Rotary states that we will be receiving funds from this special event.

Sincerely,

A handwritten signature in blue ink that reads 'Matthew P. Babich'. The signature is fluid and cursive, with a large initial 'M'.

Matthew P. Babich
Brewfest Event/Committee Chair

Southernmost Hotel Collection
BREWFEST
As of December 31, 2012

Type	Date	Num	Memo	Amount	Income
Brewfest					
Depos	01/05/2012		Brewfest 2012 reservation for The Porch (Vendor)	250.00	250
Depos	03/07/2012	1513	Brewfest 2012: cheque 39458 will be sent to KW Sunrise R	250.00	250
Check	03/07/2012	39458	Krawl Inc. paid us for Brewfest 2012 entry fee; this cheque	-250.00	-250
Bill	03/26/2012	BrewFest2012	50% at start of project for website for BrewFest	-850.00	
Check	04/06/2012	39738	Ticket Alternative,Embassy Suite-Brewfest Research	-1,070.56	
Check	04/13/2012	39763	Brewfest 2012 : deposit for recycling	-1,000.00	
Bill	05/01/2012	67B	balance due on New site design for Brewfest	-850.00	
Check	05/17/2012	40040	to reimburse the city for Public Notice re Brewfest	-34.92	
Bill	05/31/2012	05022012	Brewfest Back flyer and changes	-135.00	
Bill	07/01/2012	12-MS-029	Brewfest advertising	-1,375.00	
Check	07/10/2012	40447	demandstar \$5, PR WEB brewfest ads	-195.00	
Bill	07/26/2012	Brewfest B	downpayment on banner for "Run of Key West" for Brewfes	-25.00	
Bill	07/31/2012	060612	Brewfest advertising poster, flyers, ad sheets, tshirts	-555.00	
Gener:	07/31/2012		Brewfest Expenditures posted in error to advertising	-3,050.56	
Bill	08/01/2012	1450	quarter page full colour 3 run ad for Brewfest	-580.00	
Bill	08/05/2012	396131	Brewfest ad	-650.00	
Check	08/09/2012	40675	Insurance for Brewfest event	-3,920.39	
Check	08/21/2012	40757	envelopes, note pads for Brewfest	-33.30	
Bill	08/22/2012	2822	Brewfest paraphenalia: banners, postcards, ads	-736.25	
Bill	08/23/2012	21950	shirts for Brewfest	-6,086.00	
Bill	08/24/2012	08242012	Brewfest program design	-750.00	
Bill	08/27/2012	1207077	Printing BrewFest programs	-962.13	
Bill	08/28/2012	80962	bottle suit Koozies for Brewfest	-1,249.18	
Bill	08/29/2012	3031	web page blast for Brewfest	-50.00	
Check	08/30/2012	40811	Brewfest supplies	-274.70	
Bill	08/30/2012	1100	tent for Brewfest	-3,119.38	
Bill	08/31/2012	August 201	Brewfest advertising	-817.00	
Gener:	09/01/2012		Brewfest tasting ticket revenue	1,050.00	1050
Bill	09/01/2012	709964	entertainment for Brewfest 9/1	-600.00	
Depos	09/03/2012		Brewfest sales for Saturday	3,169.00	3169
Depos	09/03/2012		Brewfest hospitality sales Saturday	2,974.00	2974
Depos	09/03/2012		Brewfest Merchandise sales	2,133.00	2133
Depos	09/03/2012		Brewfest ticket sales	4,000.00	4000
Bill	09/06/2012	07172012	Brewfest film Marky Pierson	-2,075.00	
Bill	09/07/2012	81072	pocket Koolies for Brewfest	-298.66	
Bill	09/11/2012	308	Brewfest advertising	-600.00	
Check	09/19/2012	40966	Brewfest supplies	-89.33	
Bill	09/21/2012	188694	Brewfest ads Miami Herald	-1,887.50	
Bill	10/03/2012	100138500	Brewfest advertising Miami Herald	-182.50	
Depos	11/20/2012	1679	Brewfest 2012 ck from Sunrise Rotary reimburse expenses	7,063.68	7063.68
Total Brewfest				-13,462.68	20,639.68
TOTAL				-13,462.68	

Southernmost Hotel Collection
BREWFEST

As of December 31, 2012

advert- ising	website	supplies	mkt research	recycling	ins	shirts	koozies	tents	entertainm ent	
850			1070.56							
	850			0						
34.92										
135										
1375										
195										
25										
555										
3050.56										
580										
650										
						3920.39				
		33.3								
736.25										
						6086				
750										
962.13										
								1249.18		
50										
		274.7								
								3119.38		
817										
									600	
2075										
600							298.66			
		89.33								
1887.5										
182.5										
Tot	14,660.86	1,700.00	397.33	1,070.56	0.00	3,920.39	6,086.00	1,547.84	3,119.38	600.00

TOTAL



THE CITY OF KEY WEST

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

RELEASE AND INDEMNIFICATION
Southernmost Beach Café
Brewfest Key West
Saturday August 31st, 2013

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

Maria Ratchoff

Signature of Witness

Maria Ratchoff

Print Name

3/14/13

Date

Jenarose Wilkinson

Signature of Applicant

Jenarose Wilkinson

Print Name

3/14/2013

Date



THE CITY OF KEY WEST

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

Parking Requests for Special Events

Please describe any Special Event Parking requests below:

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

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

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

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

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

If you have any questions, please contact John Wilkins, Parking Manager at (305) 809-3855 or email jwilkins@keywestcity.com



**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

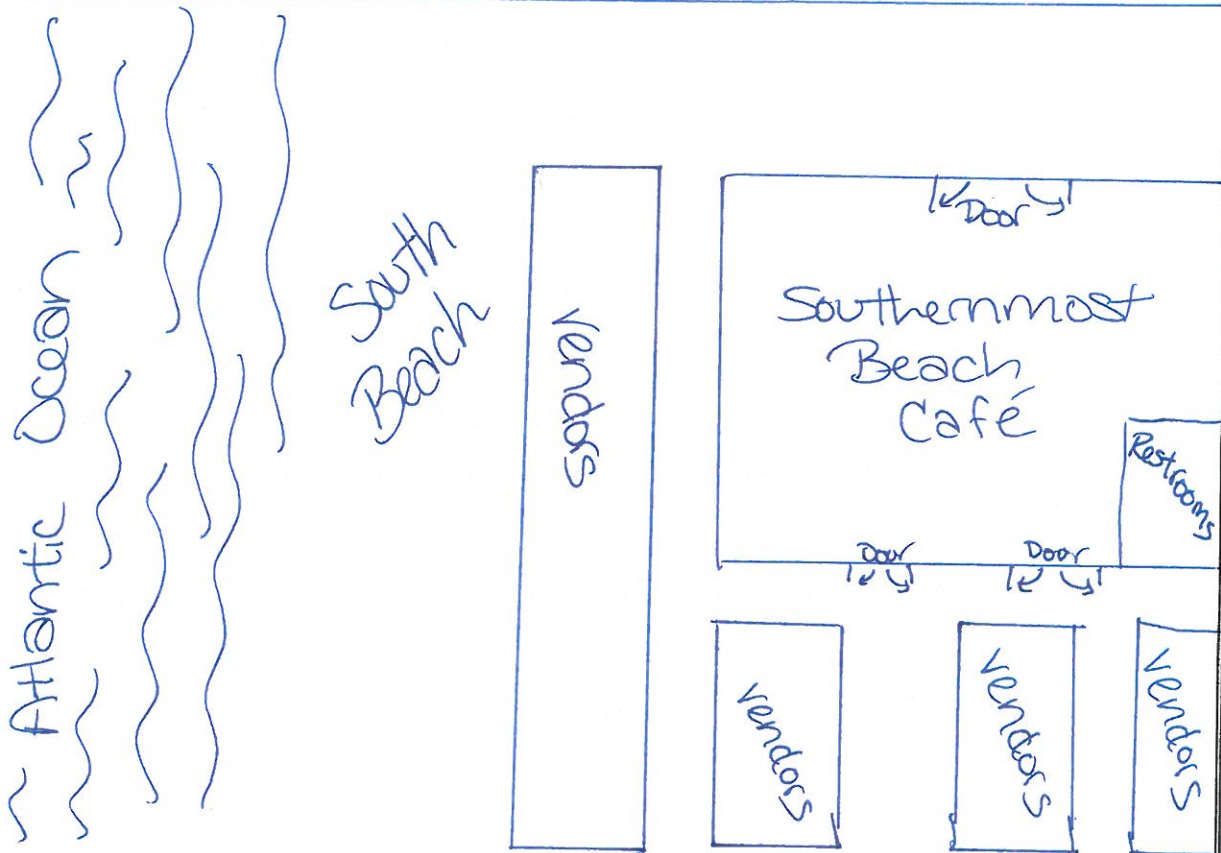
- Floats – Total # _____

SECTION 5 - DESCRIPTION OF PREMISES TO BE LICENSED
AB&T AUTHORIZED SIGNATURE REQUIRED

Sketches should be drawn in ink and include all walls, doors, counters, sales areas, storage areas, restrooms, bar locations and any other specific areas which are part of the premises sought to be licensed. A multi-story building where the entire building is to be licensed must show each floor.

Trade Name (D/B/A)

1405 Duval Street



sea wall

Southernmost on the Beach

Receipt Number _____ Date of Receipt _____

Extension Fee _____ Date _____

AB&T Authorized Signature _____ Approved Disapproved

Event Name: Key West Brewfest

Special Event Checklist

Everything must be checked off before submitting the special event application

X	TITLE	COMMENTS
X	Special Event Application	✓
	Noise Exemption (If applicable)	N/A
	\$50.00 for Noise	N/A
X	Ordinance initialed	
X	Recycling checklist completed	
X	Recycling deposit \$1,000.00	
X	Recycling Plan	
X	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	in process from Key West Sunrise Rotary
X	Financial of previous event (If applicable)	
X	Release & Idemnification Form	
X	Site Map (where barricades, stages, etc are to go)	
X	Letter from non profit that states they will be receiving the funds	



THE CITY OF KEY WEST

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

To: Southernmost Beach Cafe

From: Division Chief/Fire Marshal Danny Blanco

Date: 03/14/2013

Reference: Brew fest Key West

This office reviewed the special event application for the Southernmost Beach Café Brew fest Key West Party to be held at The Southernmost Beach Café on August 31, 2013.

Based on the application the following conditions apply:

There are no concerns at this time.

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

Danny Blanco, Fire Marshal/Division Chief

Key West Fire Department
1600 N. Roosevelt Boulevard
Key West, Florida 33040
305-809-3931 Office
305-292-8284 Fax
dblanc@keywestcity.com

Serving the Southernmost City

KEY WEST

Brewfest 2012

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):	CONDITIONS/RESTRUCTIONS
_____ SIGNATURE DATE	_____ _____ _____
PUBLIC WORKS	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____
POLICE	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____
FIRE DEPARTMENT Danny Blanco 03/14/2013 _____ SIGNATURE DATE	SEE ATTACHED MEMO _____ _____ _____
PORT/KEY WEST DOT	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____
CODE COMPLIANCE	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____
KEY WEST PROPERTY MANAGEMENT	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____
PARKING DEPARTMENT	_____ _____ _____
_____ SIGNATURE DATE	_____ _____ _____

Brewfest 2013
August 31, 2013

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Latuff 3/14/13
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

[Signature] 3/27
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)

Brewfest 2013
August 31, 2013

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Kateruff 3/14/13
SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

[Signature] 3/14/13
SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

KWDOT/PORT

SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

① Noise Exemption - Required
② Extra duty officers - Required

CONDITIONS/RESTRICTIONS:

only till 8:00pm.

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

(if denied attach explanation)

Brewfest 2013
August 31, 2013

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Katenfh 3/14/13
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ PUBLIC WORKS

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ POLICE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ FIRE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ KWDOT/PORT

N/A
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ CODE COMPLIANCE

[Signature] *3 Apr 13*
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)