

CITY OF KEY WEST
APPLICATION FOR A SPECIAL EVENT PERMIT

Name of Applicant(s) Rick's and Dirty Harry's Entertainment Complex

Address of Applicant(s) 202 Duval St, Key West, FL 33040

Phone Number of Applicant(s) (305) 849-2706 Fax: _____ Email sales@keywestwalkingtours.com

Name of Non-Profit (s) Key West High School Scholarship Fund

Address of Non-Profit(s) 2100 Flagler Ave, Key West, FL 33040

Phone Number of Non-Profit(s) (305) 293-1549

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving \$2,000.

Date/Dates of Event Sat, Aug 10, 2013

Hours of Operation 11:00AM - 12:00AM

Estimated/anticipated number of persons per day 15,000

Location of Event 100-500 Blocks of Duval St, Key West, FL

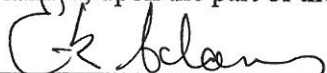
Street Closed Yes 100-500 blocks of Duval St.

Detailed description of event Annual street fair and free concert celebrating the opening of Lobster season. Chefs from local restaurants prepare various lobster dishes.

Noise exemption required: Yes No

Alcoholic beverages sold/served at event: Yes No

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge. The applicant(s)/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.



3-13-13

Applicants Signature

Date

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

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

\$50.00

Date 03/13/13

Applicant Name Rick's & Durty Harry's Entertainment Complex

Applicant Address 202 Duval St, Key West, FL 33040

Applicant Phone Number (305) 849-2706

Event Name Key West Lobsterfest

Event Address/Location 100-500 Blocks of Duval Street, Key West

Date of Event August 10, 2013

Nature of Event Street fair, Free Concert

Profit Non Profit

Time(s) Request for Exemption 12:00pm until 11:00pm

Number of Exemptions at this location this calendar year _____

Date of last exemption _____

City of Key West
*** CUSTOMER RECEIPT ***
Oper: KEYWMBM Type: OC Drawer: 1
Date: 3/18/13 45 Receipt no: 50546

Description	Quantity	Amount
SS SPECIAL EVENTS PAYMENTS	1.00	\$50.00






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




KW PROMOTIONS LOBSTERFEST
NOISE EX

Tender detail		
CK CHECK	5506	\$50.00
Total tendered		\$50.00
Total payment		\$50.00

Trans date: 3/15/13 Time: 16:16:51

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


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

8. Applicant(s) wishing to have an exemption from the noise control ordinance must fill out an application thirty days before the event. Processing fee for the application is \$50.00.
Sponsor's Signature 
9. All applications are subject to approval at the discretion of the City Manager and/or City Commission.
Sponsor's Signature 
10. Notice of the city commission's proposed action on an application for a special event permit shall be mailed prior to the meeting at which the matter is to be considered to all property owners and occupants of property located within a 100-foot radius of the proposed special event. Notice of such proposed action also shall be published in a newspaper of general circulation in the city at least five days prior to the date of the city commission decision. The notice shall identify a contact person and phone number for complaints. The applicant shall pay for the newspaper advertisement.
Sponsor's Signature 
11. The organizer or sponsor of any special event, which requires the provision of additional or extraordinary support services by police, fire, administration, or other city departments shall pay to the city the cost of such services. A down payment of 10 percent of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten days prior to the special event.
Sponsor's Signature 
12. The first \$1000.00 of costs as specified in subsection (a) of the ordinance may be waived for any organizer or sponsor, which qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the special event a public accommodation subject to the human rights provision of the section 38-225.
Sponsor's Signature 
13. Any nonprofit organization accepting the waiver provided for by subsection (d) of the ordinance shall, within 90 days following the special event, submitted to the city commission an accounting of expenses and revenues incurred and generated during the special event.
Sponsor's Signature 
14. Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons with physical disability.
Sponsor's Signature 
15. Where a person has not applied for a special event permit and an event at it's location spills into a street, causing the police department to close all or a portion of the street, the person sponsoring the event shall pay all such extraordinary service costs incurred by the city. On each anniversary of this occurrence, if the person can reasonably anticipate an overflow of people into the street, a special event permit must be applied for consistent with this division. A violation of this section may be grounds for revocation of an occupation license.
Sponsor's Signature 

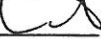
16. Special events may use fog, smoke and bubble machines or any device that emits a mist or spray contingent on Key West Fire Department approval. Approval must be obtained a minimum of 48 hours prior to the event. The use of confetti or confetti machines is strictly forbidden.

Sponsor's Signature 

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

Sponsor's Signature 

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

Sponsor's Signature 

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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:

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**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

Ex

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.

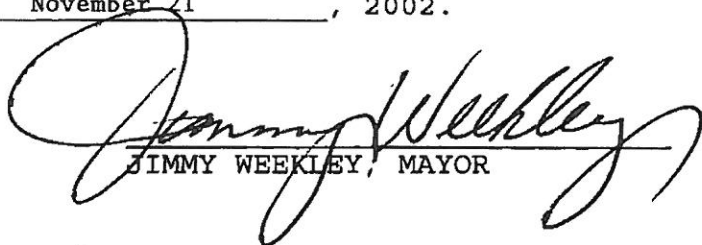
Read and passed on first reading at a regular meeting held this 16th day of October, 2002.

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

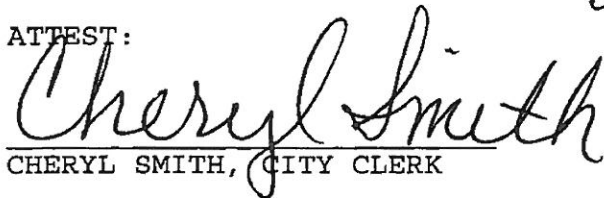
Read and passed on final reading at a regular meeting held this 19th day of November, 2002.

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

Complete Checklist for Event Recycling

City of Key West


- Identify contact person at the festival responsible for working with recycling.
Name of person: Erik Adams Phone number: 305 849 2706
- Identify the recyclable commodities that will be used by the public and behind-the-scenes.
Aluminum Glass #1 Plastic #2 Plastic Steel
Corrugated Cardboard Other:
- 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: 35 / 35
- 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: Greg Sullivan
- Capacity of containers on grounds:
Contact person for containers: Erik Adams Phone #: 305 - 849 - 2706
- 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: Waste Management
- Arrange for pick-up of the recyclables. The agency providing containers will often take the materials for recycling. In other cases, arrange for the materials to be taken to a recycling facility.
Arrangements made: Waste Management
- Meet with vendors and tell them to ask customers to recycle the appropriate materials. Make sure vendors know what will be recycled. Inform them that signs will be posted in their areas.
- Oversee the delivery of containers and placement of signs.
- Place recycling containers next to trash cans on the grounds and insert liner bags. All recycling


KEY WEST PROMOTIONS, INC.
422 FLEMING STREET
KEY WEST, FL 33040

5507

63-751/631 10813
2000011113683

Date 03/13/13

Pay to the City of Key West \$ 1,000.00 xx
Order of One thousand and 00/100 Dollars  Security Features Details on Back

 Wells Fargo Bank, N.A.
Florida
wellsfargo.com

FOR Recycling Deposit - Key West Lobsterfest

JUA

City of Key West
*** CUSTOMER RECEIPT ***
Oper: KEYWGM Type: OC Drawer: 1
Date: 3/18/13 45 Receipt no: 50547

Description	Quantity	Amount
ZZ UNUSUAL PAYMENT	1.00	\$1000.00

G/L account number:
00100002200100

LOBSTERFEST 2013 RECYCLING

Tender detail		
CK CHECK	5507	\$1000.00
Total tendered		\$1000.00
Total payment		\$1000.00

Trans date: 3/15/13 Time: 16:17:51



Key West Promotions Inc.

Tours • Event Marketing

218 Whitehead St. #2 Key West, FL 33040 PH.(305) 744-9804 Fax (305) 296-6877

Key West Lobsterfest – Recycling Plan

An effective recycle program requires active participation by four groups. Each group and their responsibilities are listed below.

Event Organizers

- Establish recycle rules for participating venues and vendors
- Production of signage to encourage attendees to actively assist with recycling
- Arrange for recycle containers to be placed throughout the festival zone
- Provide staff to empty containers during festival
- Arrange for collection of containers upon completion of event
- Arrange for removal of containers and contents

Participating Restaurants

- Follow the rules established by City of Key West for their daily operation during the festival

Arts/Crafts Vendors

- Follow the guidelines established by the Festival Committee regarding trash and recycle disposal
- Making use of appropriate containers provided by the show committee

Festival Attendees

- Use of the proper container for trash and recyclables

Strategies “Recycle Only” receptacles will be placed next to trash receptacles throughout the festival zone. Participating Vendors and Venues will be instructed in proper recycling techniques. Signs will be posted throughout the festival encouraging attendees to make use of the recycle containers.

Photos





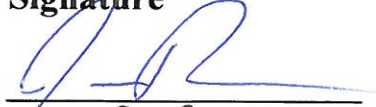

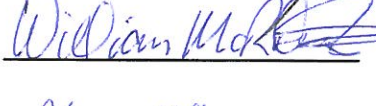
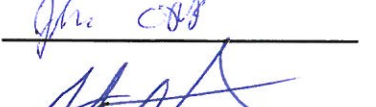
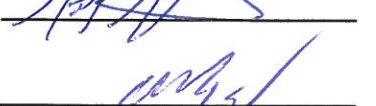
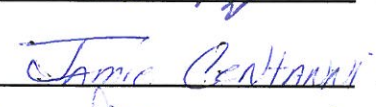
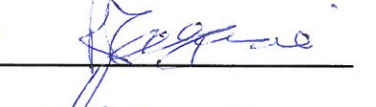

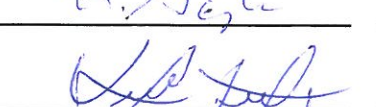
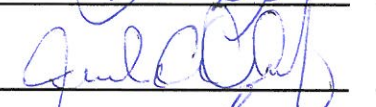
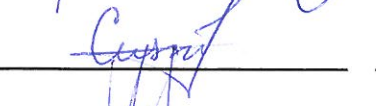
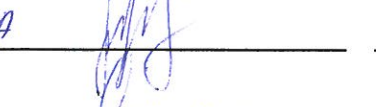
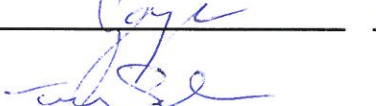
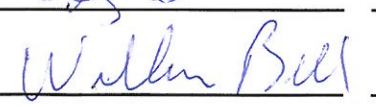
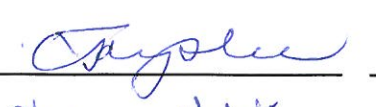
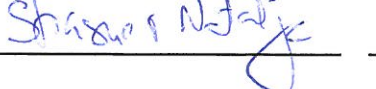


THE CITY OF KEY WEST

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

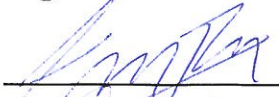
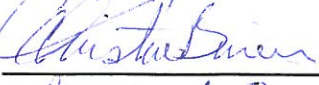
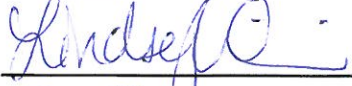







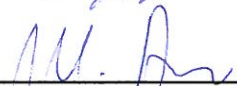




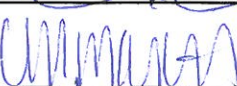
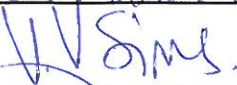
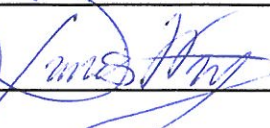
Pursuant to my request to conduct a special event requiring authorization by the City Commission, I agree that throughout the event I will keep the premises clear of accumulated recyclables, trash and debris. This includes emptying trash and recycle cans on a regular basis for the duration of the event.

Et Adams





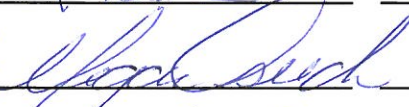




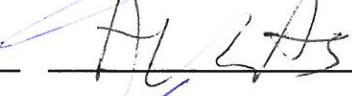
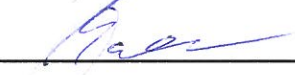


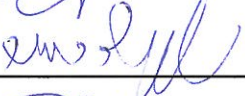
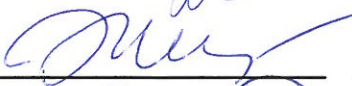
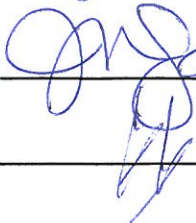
**Petition of No Objection to Street Closure
 100, 200, 300, 400 and 500 Blocks of Duval St.
 Saturday August 10, 2013 from 11am until 12 Midnight**

Printed Name	Signature	Address
JAMES ROGIE		422 FRONT ST
ANDY COUSY		102 DUVAL
WILLIAM McROBERTS		104 DUVAL ST.
John OPP		108 DUVAL ST
Matt McKnight		118 Duval St.
ADIL KANIEL		120 DUVAL ST
Jamal Centanni		122 DUVAL ST.
RACHNA JAGASIA		124 Duval St.
Michele		126 Duval St
Karen Gagliucci		128 Duval St
Vanessa Jean		130 Duval St
Julie A. Pheneuf		425 GREENE ST
Ana Cusnik		218 Duval st
ELVINA NAZAROVA		220 Duval st
George Orcon		222 Duval St.
Tony Scabin		310 DUVAL ST
W. Bell		310 Duval ST
C. Tarplee		322 Duval st.
N. SPASNER		326A DUAL Street

**Petition of No Objection to Street Closure
 100, 200, 300, 400 and 500 Blocks of Duval St.
 Saturday August 10, 2013 from 11am until 12 Midnight**

Printed Name	Signature	Address
PABLO MORA		326-B Duval St
Christine Divers		300B Duval
Lindsey Williams		400 Duval
Debra Eshel		402 Duval St.
Tommy Allen		404 Duval St
Julian Velez		408 Duval St
marcen Unterkner		431 Duval St
D. Romano		512 Duval St.
Thomas Acevedo		514 Duval St.
William Rojas		520 Duval.
Shawn Aripov		532 Duval
Angela Tife		534 Duval
R.B.	RICHARD BARNARD	537 DUVAL
RICHARD BARNARD		535 DUVAL
RICHARD BARNARD		533 DUVAL
CHAD REMMERT		519 Duval
MELISSA MANNA		517 DUVAL
VERONICA		513 Duval.
JAMES JAY		511 DUVAL

**Petition of No Objection to Street Closure
 100, 200, 300, 400 and 500 Blocks of Duval St.
 Saturday August 10, 2013 from 11am until 12 Midnight**

Printed Name	Signature	Address
Andrew Schendree		509 DUVAL ST
Venerica Ungurian		507 Duval st
Robert Portier		503 Duval st
KAREN DISDIER		501 DUVAL ST
Stephane Gauthier		431 Duval St.
Stephan Sternal		432C
SATORU KATO		423 Duval
DEANNA RIVAS		419 Duval
B. CHODURA		419-B DUVAL ST
YOMI		419A DUVAL
MOORE		335 Duval
MARIE GREN		328 Duval
Jessie Evans	Jessie Evans	327 Duval St.
MARLENE GILLESPIE	Marlene Gillespie	301 Duval St
JANE RAIL		221 Duval st
Mor Schnitzer		211E Duval st
Kscaria		191 Duval st
JNGasche	JNGasche	125 Duval St.
Guillermo Garcia		123 Duval st.

Petition of No Objection to Street Closure
100, 200, 300, 400 and 500 Blocks of Duval St.
Saturday August 10, 2013 from 11am until 12 Midnight

Printed Name

Signature

Address

JAYE ANNIS

[Signature]

121 DUVAL ST.

MAGDA SMITH

[Signature]

111 DUVAL ST

Lobsterfest 2012 Financial Summary

Expense

Advertising	\$2,800	
Application	\$ 93.65	(application & advertising)
Office Supply	\$ 400	
Insurance	\$1,115.07	
ASCAP	\$ 242	
Public Works	\$2,692.83	
Police	\$4,050	
Fire Depart	\$1,120	
Port-o-lets	\$ 400	
T-Shirt Printing	\$2, 045	
Charity	\$2,000	
Stage/Sound	\$2,150	
Entertainment	\$3,200	
Hotel Rooms	\$ 450	
Labor	\$ 800	
Sub Total	\$23,558.55	

Revenue

Sponsors	\$ 6,000.00
T-shirt	\$ 6,500.00
Restaurants	\$ 3,625.00
Vendors	\$12,500.00
Sub Total	\$28,625.00
Net	\$5,066.45



THE CITY OF KEY WEST

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

RELEASE AND INDEMNIFICATION

Lobsterfest 2013

Saturday August 10, 2013

I **Eric Adams** being authorized to act on behalf of and legally bind **Rick's & Durty Harry's Entertainment Complex** 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 Rateruff
Signature of Witness

Maria Rateruff
Print Name

3/15/13
Date

Erik Adams
Signature of Applicant

Erik Adams
Print Name

3-15-13
Date

Front St.

100 Block of Duval St

Legend

10' x 10' Booth

Trash Receptacle

Recycle Receptacle

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Hog's Breath

Bagatelle

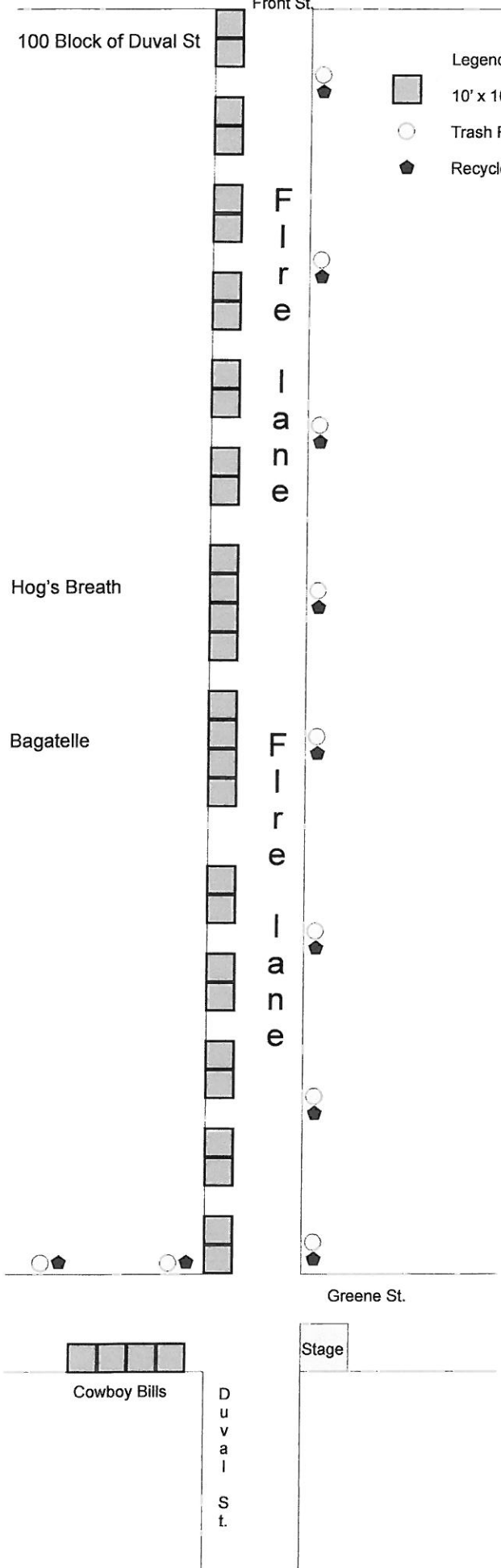
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Greene St.

Stage

Cowboy Bills

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Greene St.

200 Block of Duval St

Sloppy Joe's

Lazy Gecko

Rick's

Cheeseburger

Mad Rooster

Coyotee Ugly

Fogarty's

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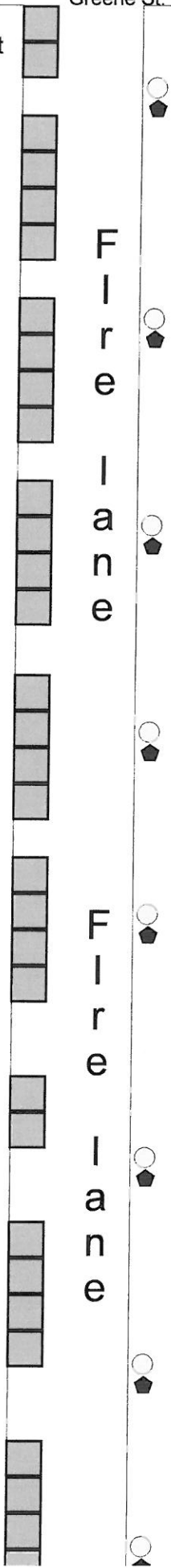
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Legend

- 10' x 10' Booth
- Trash Receptacle
- Recycle Receptacle



Caroline St.

300 Block of Duval St

Legend



10' x 10' Booth



Trash Receptacle



Recycle Receptacle

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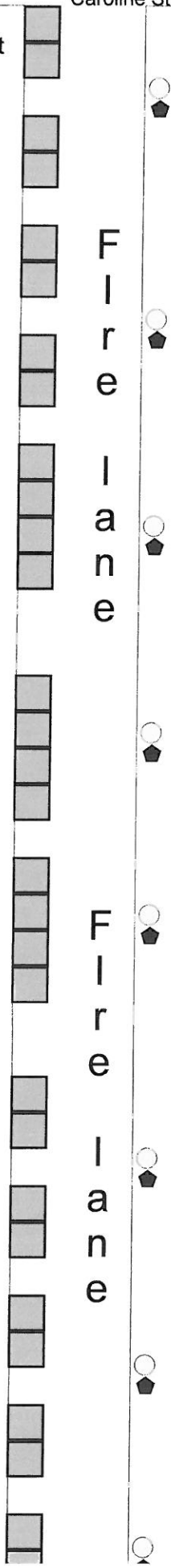
Fat Tuesday's

Hard Rock Café

Grand Café

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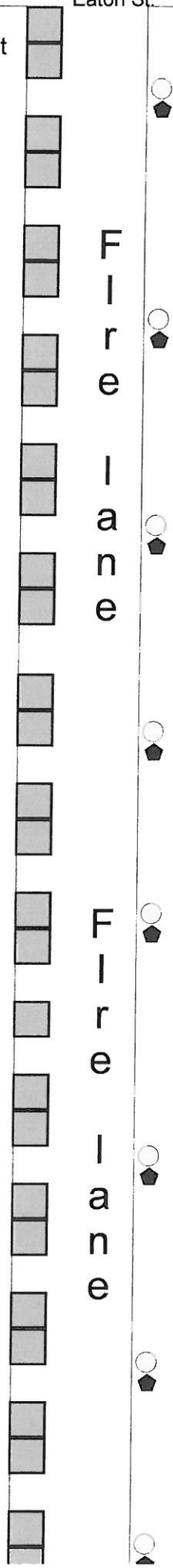


Eaton St.

400 Block of Duval St

Legend

- 10' x 10' Booth
- Trash Receptacle
- Recycle Receptacle



Fleming St.

500 Block of Duval St

Legend



10' x 10' Booth



Trash Receptacle



Recycle Receptacle

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Willie T's





**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 # 16
- Vendor Booths – Total # 100
- Total Number of Booths - 116

Parade

- Floats – Total # _____

Key West High School

Principal
Amber Basco
Assistant Principal
Michael Michaud
Assistant Principal
David Perkins
Assistant Principal
Chris Valdez

2100 Flagler Avenue
Key West, Florida 33040
Phone: 305.293.1549 x 54303
Fax: 305.293.1547
[Http://kwh.KeySchools.com](http://kwh.KeySchools.com)



March 14, 2013

Dear City of Key West:

This letter is to verify we are the designated organization to receive a check for a scholarship from the proceeds of the 2013 Lobsterfest for a student or students at Key West High School. This scholarship will be awarded at our 2014 Class Night Awards at the end of the school year. This is an invaluable assistance for our students. Many of our families are struggling financially making it difficult to also fully assist their students with all of the rising college expenses.

We are so appreciative of this most generous assistance for our students and their families. This support is also a great encouragement for our faculty, as well.

If I may be of further assistance, please either contact at the above number, ext. 54307 or via email at alice.calleja@keysschools.com.

Sincerely,

A handwritten signature in cursive script that reads "Alice Calleja".

Alice Calleja
College Advisor

January 25, 2013

Event Name: Key West Lobsterfest 2013

Special Event Checklist
Everything must be checked off before
submitting the special event application

X	TITLE	COMMENTS
✓	Special Event Application	
✓	Noise Exemption (If applicable)	
✓	\$50.00 for Noise	
✓	Ordinance initialed	
✓	Recycling checklist completed	
✓	Recycling deposit \$1,000.00	
✓	Recycling Plan	
✓	Authorization Letter for continuous cleaning of recycled area	
✓	Signatures of No Objection of Street closure (If applicable)	
	Insurance naming the City as additional insured	To Follow
✓	Financial of previous event (If applicable)	
✓	Release & Idemnification Form	
✓	Site Map (where barricades, stages, etc are to go)	
✓	Letter from non profit that states they will be receiving the funds	

Lobsterfest 2013 August 10, 2013

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

EVENTS (INITIAL SIGNOFF):

Maria Ratzko 3/15/13
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

Jim Long 15 Mar 13
SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)



THE CITY OF KEY WEST

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

To: Ricks / Dirty Harry's Entertainment Complex
(sales@keywestwalkingtours.com)

From: Division Chief/Fire Marshal Danny Blanco

Date: 03-18-2013

Reference: Lobster Fest

This office reviewed the special event application for Lobster Fest to be held on August 10, 2013 from the 100 – 500 blocks of Duval Street.

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, it is the responsibility of the event coordinator to provide a copy to each vendor.
- The Duval Street closure needs to allow for emergency vehicle passage.
- Event organizer is responsible for two Fire Inspectors @ \$40.00 an hour. They will be present for the entire event to conduct a Fire Safety Watch.
- **Event coordinator is responsible for scheduling the inspection with this office.**

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

Daniel Blanco, Fire Marshal

Key West Fire Department
1600 N. Roosevelt Blvd.
Key West, Florida 33040
305-809-3933 Office
305-293-8399 Fax
dblanco@keywestcity.com

Serving the Southernmost City

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

305-809-3933

Lobster Fest 2012

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS

SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE

SIGNATURE DATE

FIRE DEPARTMENT

Danny Blanco 03/18/2013

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



Key West Fire Department

Office of the Fire Marshal

Danny Blanco , Fire Marshal
Alan Averette, Capt. / Fire Inspector
Kenneth Wardlow, Capt. / Fire Inspector
Jason Barroso, Lt./ Fire Inspector

1600 N. Roosevelt Blvd.
Key West, FL 33040
Phone: (305) 292-8179
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. **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 **2A:10B: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.**

Lobsterfest 2013 August 10, 2013

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

EVENTS (INITIAL SIGNOFF):

Maria Ratajko 3/15/13
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)

lobsterfest 2013 August 10, 2013

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

EVENTS (INITIAL SIGNOFF):

Maria Rata 3/15/13
SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

[Signature] 3/27/13
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 Require Extra duty of Officers
- ② Require Nois Exception
- ③ Require ABI Permit

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

(if denied attach explanation)

lobsterfest 2013 August 10, 2013

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

EVENTS (INITIAL SIGNOFF):

Maria Ratchford 3/15/13
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

Myra W. 3-28-13
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

Slight impacts -
will adjust!

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)



Maria Ratcliff <mratclif@keywestcity.com>

Lobsterfest

2 messages

Maria Ratcliff <mratclif@keywestcity.com>

Fri, Apr 5, 2013 at 10:13 AM

To: Key West Promotions <sales@keywestwalkingtours.com>

Eric, I need the bars participating in Lobsterfest this year. Thanks!

--

Maria Ratcliff
Executive Administrator to City Manager
and Special Events Coordinator
3132 Flagler Avenue
PH (305) 809-3881
Fax (305) 809-3886

Key West Promotions <sales@keywestwalkingtours.com>

Mon, Apr 8, 2013 at 10:07 AM

To: Maria Ratcliff <mratclif@keywestcity.com>

Good morning Maria,

Sorry for the delay. The list for this year's potential participants is below.

Key West Lobsterfest 2013 Venues

Bagatelle, Hog's Breath, Amigo's, Captain Tony's, Rumors Lounge, World of Beer, Scars & Tattoos, Sloppy Joe's, Lazy Gecko, Irish Kevin's, Cheeseburger, Mad Rooster, Fogarty's, Rick's/Durty Harry's, Smokin Tuna Saloon, Coyote Ugly, The Bull, Caroline's, The Grand, Fat Tuesday, Hard Rock Café, The La Concha Hotel, Jack Flats, Willie T's, La Trattoria, Margaritaville

Best Regards,

Erik Adams
Key West Promotions Inc

From: Maria Ratcliff
Sent: Friday, April 05, 2013 10:13 AM
To: Key West Promotions
Subject: Lobsterfest

[Quoted text hidden]

Lobsterfest 2013 August 10, 2013

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

EVENTS (INITIAL SIGNOFF):

Maria Ratchko 3/15/13
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ PUBLIC WORKS

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ POLICE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ FIRE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ KWDOT/PORT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ CODE COMPLIANCE

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)

Dear Neighbors,

This is to notify you that the **Lobsterfest 2013** has applied to the Key West City Commission for a Special Event Permit under Section 6-86 of the City's Noise Control Ordinance. The application is for an event to take place on **Saturday, August 10, 2013 from 11:00 a.m. until midnight at the 100 to 500 blocks of Duval Street**, which is located within 100 feet of your property. A hearing on the application will take place at the following:

City Commission Meeting

Tuesday, May 07, 2013

at 6:00 P.M.

Old City Hall

510 Greene Street

If you have any questions, please contact Maria Ratcliff in the City Manager's Office at 305-809-3881.



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City Commission Meeting

Tuesday, May 07, 2013

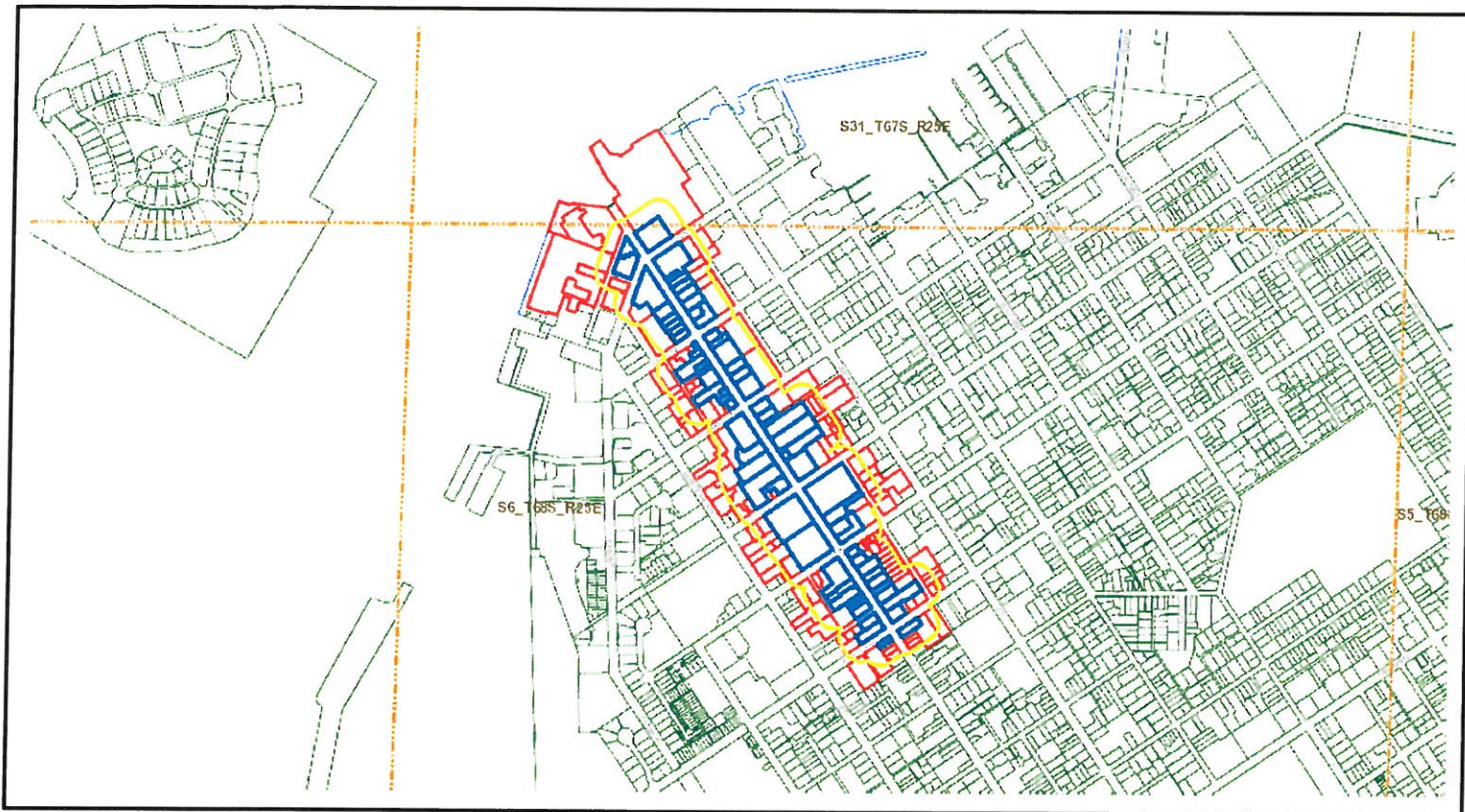
at 6:00 P.M.

Old City Hall

510 Greene Street

If you have any questions, please contact Maria Ratcliff in the City Manager's Office at 305-809-3881.





Lobsterfest 2013

100 - 500 Duval

Printed: Apr 07, 2013

DISCLAIMER: The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the data is intended for ad valorem tax purposes only and should not be relied on for any other purpose.

