

CITY OF KEY WEST

APPLICATION FOR A SPECIAL EVENT PERMIT

of Key West

Name of Applicant(s) RAMS HEAD PROMOTIONS, LLC

Address of Applicant(s) 33 WEST ST. SUITE 200 Email: KNORMAN@RAMSHEADGROUP.COM

Phone Number of Applicant(s) and emergency number ANNAPOLIS, MD 21401
435-640-2619

Name of Non-Profit(s) KEY WEST THEATER & COMMUNITY STAGE

Address of Non-Profit(s) 512 EATON ST.

Phone Number of Non-Profit(s) 305-985-0433

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving 25 %

Date(s) of Event FRIDAY, NOV. 16TH + SATURDAY, NOV. 17TH

Hours of Operation ACCESS DAY PRIOR AND DAY AFTER
EVENT 5PM-10PM

Estimated/anticipated number of persons per day 3000 +

Location of Event TRUMAN WATERFRONT / KEY WEST AMPHITHEATER

Street Closed N/A

Detailed Description of Event: THE AVETT BROTHERS LIVE IN
CONCERT

List of Businesses that will participate in Alcohol Exemption:

Noise exemption required: Yes ☐ No ☒

Alcoholic beverages sold/served at event: Yes ☒ No ☐

Recycle Deposit \$1000.00 Yes ☒ No ☐

Cooking oil recycled Yes ☒ No ☐

Recycled containers Yes ☒ No ☐

Accounting of items recycled

* Measures

The applicant does ac knowledge 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 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.

William Muehlhauser
Applicant(s) Signature

04/04/18
Date

ORDINANCE NO. 02-09

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 provisions 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 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 (1½%) 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.

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

Section 2.

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

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

No booth or stall set up for a special event and serving any amount or type of food and/or beverage, or selling merchandise, shall be placed directly in front of, or within five (5) feet of the property line of, a restaurant or a bar or a retail store (selling primarily the same or similar merchandise), unless the owner of the restaurant, the bar or the store consents. This section shall not apply to major festivals as defined in section 6-58.

Section 3.

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

Sec. 6-56. Application.

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

Sponsor's Signature 

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. The Permittee 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 Worker's Compensation Coverage

Employers Liability with minimum limits of \$1,000,000 injury by Accident


\$1,000,000 injury by Disease

Policy Limits and \$1,000,000 injury by Disease – 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.

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 WJN

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 WJN.

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 WJN.



THE CITY OF KEY WEST

For Office Use: 1409 Key West Blvd., Suite 100, Key West, FL 33551-1409

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.

WM

Complete Checklist for Event Recycling City of Key West

- Identify contact person at the festival responsible for working with recycling.
Name of person: KELLY NORMAN Phone number: 435-640-2619
- 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: _____
- 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: _____
- Capacity of containers on grounds:
Contact person for containers: KELLY NORMAN Phone #: 435 640-2619
- 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: _____
- 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: _____
- 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*

[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Florida Limited Liability Company
RAMSHEAD PROMOTIONS OF KEY WEST, LLC

Filing Information

| | |
|------------------------|--------------|
| Document Number | L18000051112 |
| FEI/EIN Number | NONE |
| Date Filed | 02/28/2018 |
| State | FL |
| Status | ACTIVE |

Principal Address

512 EATON STREET
KEY WEST, FL 33040

Mailing Address

512 EATON STREET
KEY WEST, FL 33040

Registered Agent Name & Address

MUEHLHAUSER, WILLIAM L
512 EATON STREET
KEY WEST, FL 33040

Authorized Person(s) Detail

Name & Address

Title MGR

MUEHLHAUSER, WILLIAM L
512 EATON STREET
KEY WEST, FL 33040

Annual Reports

No Annual Reports Filed

Document Images

02/28/2018 -- Florida Limited Liability

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THE CITY OF KEY WEST

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

RELEASE AND INDEMNIFICATION
Ramshead Promotions of Key West, LLC
Avett Brothers Concert at
The Amphitheatre
November 16 & 17, 2018

I **William Muehlauser** being authorized to act on behalf of and legally bind **Ramshead Promotions of Key West, 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.

Kelly S. Norman
Signature of Witness

KEWY S. NORMAN
Print Name

4-12-18
Date

William Muehlauser
Signature of Applicant

WILLIAM Muehlauser
Print Name

4/12/18
Date

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



THE CITY OF KEY WEST

Parking Division

1300 White Street

Key West, FL 33040

Parking Requests or Special Events

Please indicate the Special Event Parking requests below:

Parking will be handled by the
Key West Theater for Performing Arts
School
at the location of the event.

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

Key West Bight Rates: \$3.50 per hour or \$20.00 per day per space

On-Street Meter Rates: \$3.00 per hour or \$20.00 per day per space.

Modification of rates can only be approved by Commission.

If you have any questions, please contact John Wilkins, Parking Director at (305) 809-3855 or email jwilkins@cityofkeywest-fl.gov

(305) 809-3855 jwilkins@cityofkeywest-fl.gov



KEY WEST THEATER

April 4th, 2018

To Whom It May Concern,

The Key West Theater and Community Stage, a 501(c)(3) non profit organization, has agreed to be a sponsor and receive the funds for the Key West Amphitheater at Truman Waterfront's two-day concert with The Avett Brothers presented by Rams Head Promotions on November 16th and 17th, 2018.

Sincerely,

Michael Marrero

Deposit 8,000.00 plus tax

Rams Head Promotions, LLC

95 Cathedral Street, Suite 200
Annapolis, MD 21401
410-216-9730

2573

65-330/550

PAY
TO THE
ORDER OF

City of Key West.

DATE 4/10/18

\$ 8,584 ⁰⁰/₁₀₀

DOLLARS



Security Features
Check on Back

BB&T
BRANCH BANKING AND TRUST COMPANY
MARYLAND

FOR

Deposit

[Signature]

MP

HCC SPECIALTY

A SUBSIDIARY OF HCC INSURANCE HOLDINGS, INC.



401 Edgewater Place, Suite 400, Wakefield, Massachusetts 01880 Telephone: (781) 994-6000 Facsimile: (781) 994-6001 www.hccsu.com

SPECIAL EVENT LIABILITY APPLICATION

A. INSURED INFORMATION

1. Insured Company Name (Applicant): Rams Head Promotions LLC
2. Contact Name: William M. Muehlhauser
3. Address: 1500 Atlantic Blvd #406
4. City: Key West State: FL Zip Code: 33040
5. Phone: 305-906-2173 Fax: — E-mail: bmuehlhauser@ramsheadgroup.com

B. EVENT INFORMATION (Attach a copy of event brochure and/or flyer to this Application)

6. Event Name: CONCERT - THE AVETT BROTHERS
Event Website: N/A
Event Description: PROMOTING A CONCERT AT THE KEY WEST AMPHITHEATER, TRUMAN WATERFRONT, KEY WEST. 2 DAY / 2 EVENING CONCERTS
7. Venue Name: KEY WEST AMPHITHEATER
Venue Address: 35 QUAY
City/State/Zip Code: KEY WEST, FL 33040
8. Event Start Date: NOV. 16TH, 2018 Event End Date: NOV. 17TH, 2018
9. Coverage Start Date: NOV. 15TH, 2018 Coverage End Date: NOV. 18TH 2018

If the coverage start date is more than 5 days before the event start date OR the coverage end date is more than 5 days after the event end date, please explain:

N/A

10. Is the Event Outdoors? ☒ Yes ☐ No
11. How many years has this event be held under the present management (if never, enter 0)? 0
12. During this time has the insured had any claims regarding this event? ☐ Yes ☒ No

If Yes, please provide amount of loss and details regarding the incident(s):

N/A

13. Type of Event: CONCERT

14. If Concert, please provide Name of Performer(s):

THE AVETT BROTHERS

15. Is seating assigned? : ☒ Yes ☐ No 500 seated, 3000 GA

16. Please describe event type:

EVENING OUTDOOR CONCERT W/ 4 FOOD VENDORS +
5 BEVERAGE STATIONS

(Event description details are required. Please provide a complete description of events and activities associated with the insured event. The more comprehensive the information provided, the quicker the quote process will be).

17. Maximum Daily Attendance: 3500 Total Attendance: 3500
Gross Revenue: \$ 375K (2day) Expenses: \$ 97K (2day)

18. Will any of the events include any of the following? Please check all that apply indicating whether the applicant, vendor, or subcontractor will be the responsible party.

| | Applicant | Vendor/Exhibitor | Subcontractor |
|---|--------------------------|-------------------------------------|--------------------------|
| Aircraft | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Animals (other than pet contests) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Camping | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Cattle Drives | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Childcare Operations | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Firearms or Ammunition | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Fireworks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Food Vendor | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Inflatables | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Knives/Cutlery | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mechanical Amusement Rides | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Motorsports | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Open Water Exposure | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Paintball | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Parade | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Rock Climbing Walls | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Rodeos | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tattooing/Body Piercing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Temporary skating/skiing/skateboarding structures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Trail Rides | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

19. Do you require all Vendors/Exhibitors managing any of the above indicted activities to have their own liability insurance in place listing you as Additional Insured? ☒ Yes ☐ No
20. Will any of the events occur in a bar or nightclub? ☐ Yes ☒ No
If Yes, are those events occurring in a bar of nightclub open to the public? ☐ Yes ☐ No
21. Does the applicant hire any subcontractors for these insured event(s)? ☒ Yes ☐ No
22. Do these subcontractors carry their own insurance naming you as Additional Insured? ☒ Yes ☐ No
23. Will there be security at the insured event(s)? ☒ Yes ☐ No
24. Who is responsible for providing the security? ☐ Venue ☒ Applicant ☐ Other
If Other: Does the security company carry its own insurance naming you as Additional Insured?
☐ Yes ☐ No

If No, please explain: _____

25. Required Limits:

- ☒ \$1M Per Occurrence / \$2M Aggregate
☐ \$2M Per Occurrence / \$2M Aggregate
☐ \$3M Per Occurrence / \$3M Aggregate
☐ \$4M Per Occurrence / \$4M Aggregate
☐ \$5M Per Occurrence / \$5M Aggregate

If larger limits are required, please specify: _____

C. LIQUOR LIABILITY COVERAGE:

* Please note, if Insured is not either serving or selling the liquor, the additional liquor coverage is NOT required. Host Liquor Liability is provided in the standard General Liability policy.

26. Is Liquor Liability Required? ☒ Yes ☐ No (If Yes, please fill out section below)

Will alcohol be served by a licensed bartender? ☒ Yes ☐ No

If No, who will be serving the alcohol? N/A

Describe training and/or experience of persons serving the alcohol: All bartenders
will have a minimum of 3 years serving in state of FL.

Average age of attendees: 35-50

What measures are in place to prevent the service of alcohol to minor and/or intoxicated persons?

We will have an ID check point tent adjoining
ticketed entrance.

Does the Applicant have a valid liquor license? ☒ Yes ☐ No

Will there be an open bar? ☐ Yes ☒ No

Will alcohol be sold by the drink? ☒ Yes ☒ No

Is BYOB (bring your own bottle) allowed? ☐ Yes ☒ No

Estimated alcohol gross receipts? \$ 40,000.00

D. HIRED/NON-OWNED AUTO COVERAGE:

27. Is Hired/Non-Owned Auto Required? ☐ Yes ☒ No (If Yes, please fill out section below)

☐ Check here if you are required by contract to acquire Hired/Non-Owned Auto **and you are not being loaned, rented or leased any vehicles** (If checked, please do not complete the rest of this section)

Amount being charged to rent or lease the vehicle(s) \$ _____

Are all drivers at least 25 years of age? ☐ Yes ☐ No

Do all drivers have a valid United States driver's license? ☐ Yes ☐ No

Do any of the hired vehicles seat more than 12 people? ☐ Yes ☐ No

What will the vehicles be used for? _____

E. ADDITIONAL INSURED(S):

28. Are Additional Insured(s) Required? ☒ Yes ☐ No (If Yes, please fill out section below)

1. Additional Insured Name: CITY OF KEY WEST

Address: 1300 WHITE ST

City: KEY WEST

State: FL

Zip: 33040

2. Additional Insured Name: N/A

Address: _____

City: _____

State: _____

Zip: _____

F. WAIVER OF SUBROGATION:

29. Does your contract require a "waiver of subrogation"? ☐ Yes ☒ No (If Yes, please fill out section below)

What is the name of the entity requesting the waiver of subrogation? _____

What is their involvement in the event? _____

G. INLAND MARINE COVERAGE:

30. Is Inland Marine coverage required? ☐ Yes ☒ No (If Yes, please fill out section below)

What type of property do you need coverage for? _____

What is the value for this property? \$ _____

Will the property be stored overnight? ☐ Yes ☐ No

If Yes, please provide details on how it will be stored: _____

Will the Insured be responsible for transporting the property? ☐ Yes ☐ No

If Yes, please describe how it is transported: _____

If No, who is transporting the property: _____

Will the property stay in the possession of the Insured at all times prior to returning to rental company?

☐ Yes ☐ No

If No, please explain: _____

NOTICE TO APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR, CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT ACT, WHICH IS A CRIME AND MAY SUBJECT SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

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NOTICE TO COLORADO APPLICANTS: IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE, AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AUTHORITIES

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NOTICE TO FLORIDA APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY IN THE THIRD DEGREE.

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NOTICE TO OKLAHOMA APPLICANTS: WARNING: ANY PERSON WHO KNOWINGLY, AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER, MAKES ANY CLAIM FOR THE PROCEEDS OF AN INSURANCE POLICY CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY (385:15-1-10, 36 §3613.1).

NOTICE TO PENNSYLVANIA APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

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DECLARATION

To the best of my knowledge and belief the information provided in this application, whether in my own hand or not, is true and I have not withheld any material facts. I understand that non-disclosures or misrepresentation of a material fact will entitle the company to void the Insurance. I understand that signing this Application does not bind me to complete the insurance but agree that should an insurance policy be issued, this Application and the statements made therein shall form the basis of the insurance policy.

William L. Muehlhauser
PRINT NAME OF APPLICANT

[Signature]
SIGNATURE OF APPLICANT

Managing Member
TITLE

4/6/18
DATE

SIGNATURE OF BROKER

DATE

Table 1

| | DEADLINE | COMPLETED | TDC | PRICE | NOTES |
|---|----------|-----------|-----|-------|-------|
| ANNOUNCED | | | | | |
| Design | | | | | |
| 11x17 Poster | | | | | |
| *Distribution | | | | | |
| Header (600x400) | | | | | |
| Marquee (27 in x 41 in) | | | | | |
| Banner Eblast (700 x 150) | | | | | |
| Postcards (4x6in) | | | | | |
| *Distribution | | | | | |
| Vinyl Banner (3 x10 ft) | | | | | |
| Florida Weekly | | | | | |
| Konk Life | | | | | |
| KonkLife Banner Eblast | | | | | |
| Keys Weekly | | | | | |
| Paradise | | | | | |
| | | | | | |
| Show Build in TF | | | | | |
| Event Build | | | | | |
| Facebook | | | | | |
| Eblast Build | | | | | |
| Press Release #1 | | | | | |
| Press Release #2 | | | | | |
| Press Photos | | | | | |
| | | | | | |
| Social Media | | | | | |
| Facebook Boost #1-Announce 2 weeks | | | | | |
| Facebook Post Boost | | | | | |
| Facebook Offer | | | | | |
| Facebook Boost #2 - 2 weeks before show | | | | | |
| Instagram | | | | | |
| | | | | | |
| | | | | | |
| AD SCHEDULE | | | | | |
| Keys Weekly | | | | | |
| | | | | | |
| | | | | | |
| Florida Weekly | | | | | |
| Konk Life | | | | | |
| | | | | | |
| Paradise | | | | | |
| | | | | | |
| RADIO | | | | | |
| Pirate Radio (96.7) | | | | | |
| FL Keys Media (92.7, 98.7, 99.5,) | | | | | |
| | | | | | |
| Island 107 | | | | | |
| 104.9 | | | | | |
| TDC | | | | | |
| fia-keys.com | | | | | |
| keysnews.com | | | | | |
| E-blast | | | | | |
| | | | | | |
| INTERVIEWS | | | | | |
| Keys Weekly | | | | | |
| | | | | | |
| EVENT SPONSORS | | | | | |
| | | | | | |
| | | | | | |
| PACKAGING | | | | | |
| Fury | | | | | |
| Humdinger | | | | | |
| | | | | | |
| FREE PRESS | | | | | |
| Konk Life E-blast | | | | | |
| | | | | | |
| MAINLAND | | | | | |

| | DEADLINE | COMPLETED | TDC | PRICE | NOTES |
|------------|----------|-----------|-----|-------|-------|
| Fort Myers | | | | | |
| -The Arrow | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

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William L. Muehlhauser
PRINT NAME OF APPLICANT

[Signature]
SIGNATURE OF APPLICANT

[Signature]
SIGNATURE OF BROKER
John Muehlhauser

Managing Member
TITLE

4/6/18
DATE

4/6/18
DATE



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 # 4
- ☒ Vendor Booths - Total # 10
- ☒ Total Number of Booths - 14

Parade

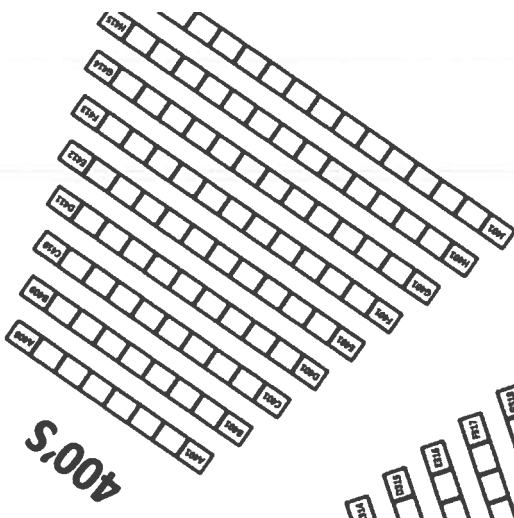
- ☐ Floats - Total # _____

STAGE

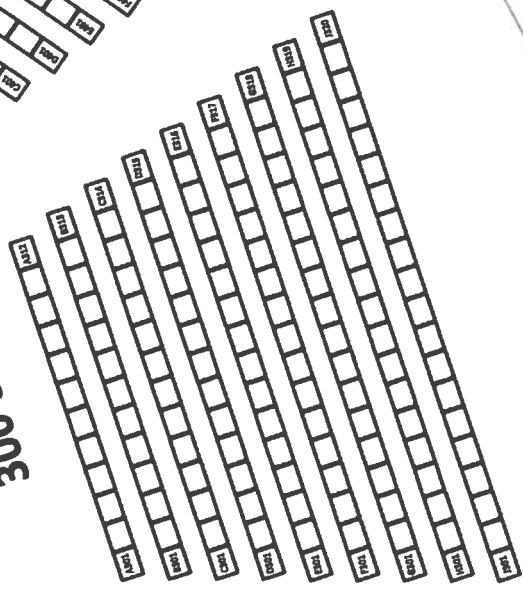
| Row | Left | Center L | Center R | Right |
|-----|------|----------|----------|-------|
| A | 8 | 12 | 12 | 8 |
| B | 9 | 13 | 13 | 9 |
| C | 10 | 14 | 14 | 10 |
| D | 11 | 15 | 15 | 11 |
| E | 12 | 16 | 16 | 12 |
| F | 13 | 17 | 17 | 13 |
| G | 14 | 18 | 18 | 14 |
| H | 15 | 19 | 19 | 15 |
| J | 16 | 20 | 20 | 16 |

Tot 50

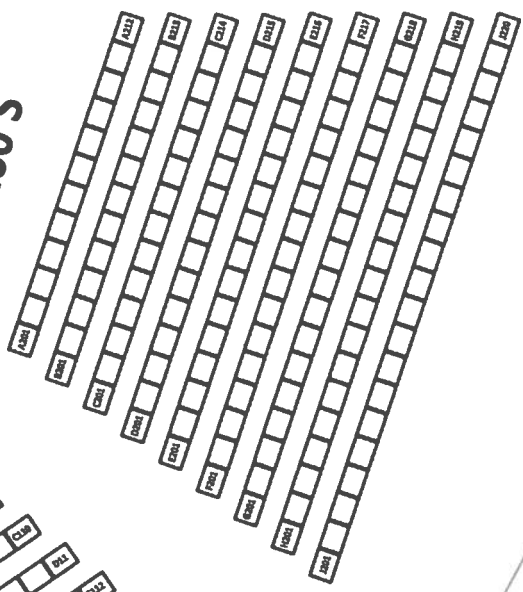
| | | | |
|-----|-----|-----|-----|
| 108 | 144 | 144 | 108 |
|-----|-----|-----|-----|



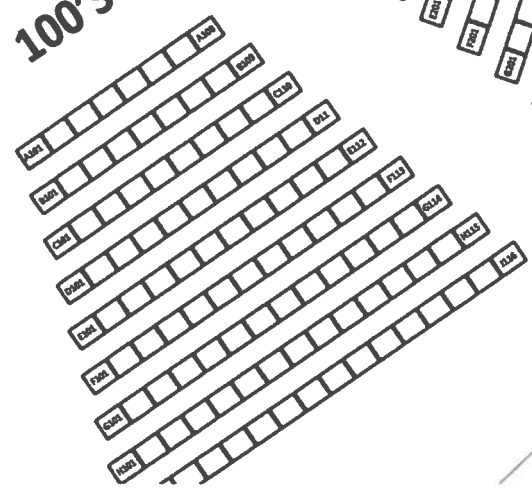
300'S



200'S

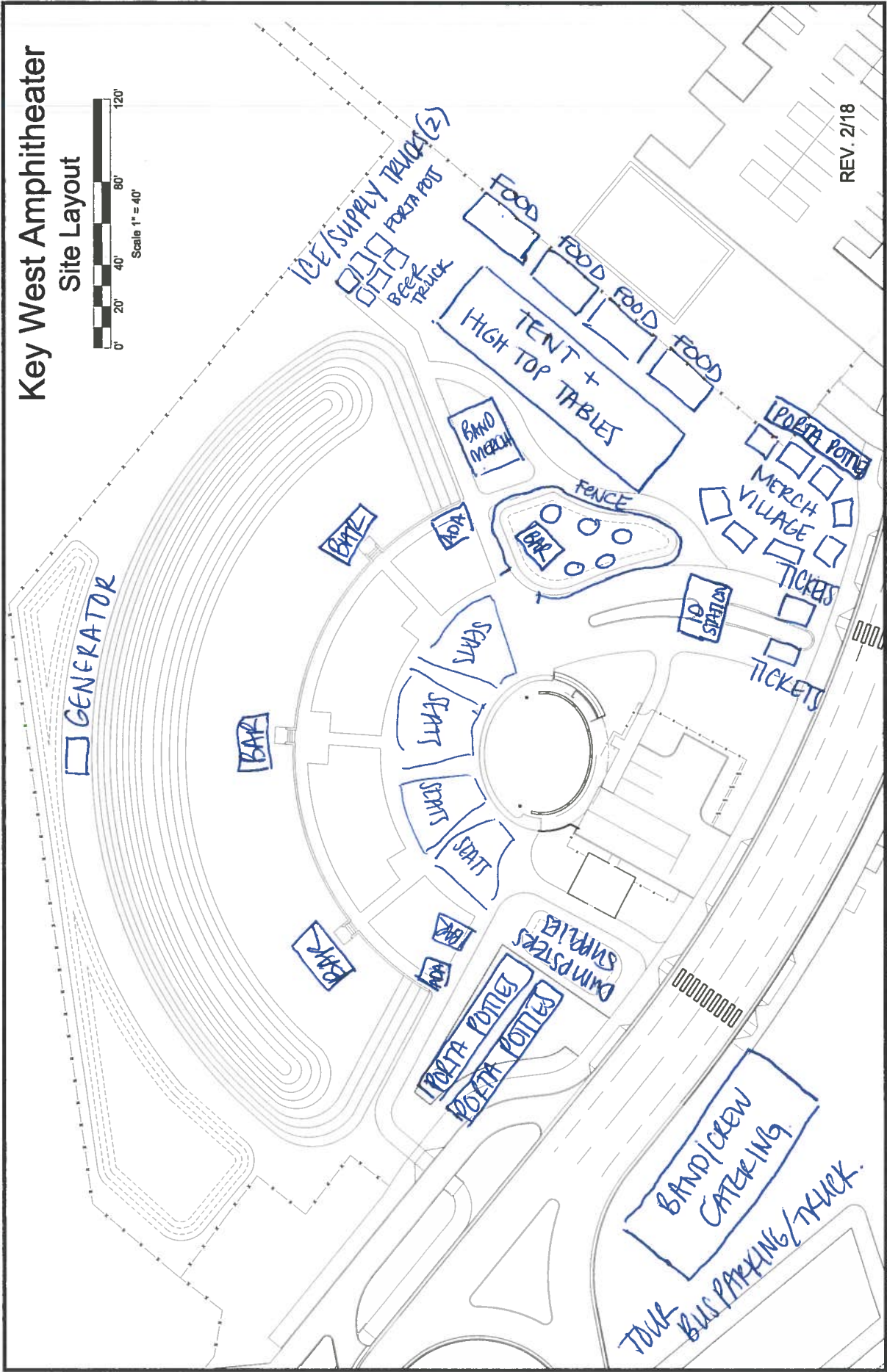
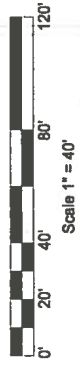


100'S



Key West Amphitheater

Site Layout



REV. 2/18

Event Name: RAMS Head Promotions

Special Event Checklist

Everything must be checked off before
submitting the special event application

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

Deposit plus TAX

Maria Ratcliff

From: Rod Delostrinos
Sent: Wednesday, April 11, 2018 10:23 AM
To: Maria Ratcliff; Richard Sarver; Tara Stansbury; Steve Torrence; Alan Averette; Ralph Major; Jim J. Young; Gary Volenec; John Wilkins; Rogelio Hernandez
Subject: RE: Rams Head Promotions Avett Brothers 2 day concert at the Amphitheatre November 16th & 17, 2018

No issues for Transit. Thanks.

Very Respectfully,

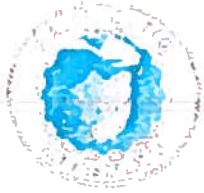
Rod Delostrinos
Director of Transportation
City of Key West

O: 305.809.3918
C: 305.304.6860
5701 College Road
Key West, Florida 33040

From: Maria Ratcliff
Sent: Tuesday, April 10, 2018 3:06 PM
To: Richard Sarver <rsarver@cityofkeywest-fl.gov>; Tara Stansbury <tstansbury@cityofkeywest-fl.gov>; Steve Torrence <storrence@cityofkeywest-fl.gov>; Alan Averette <aaverett@cityofkeywest-fl.gov>; Ralph Major <rmajor@cityofkeywest-fl.gov>; Jim J. Young <jjyoung@cityofkeywest-fl.gov>; Gary Volenec <gvolenec@cityofkeywest-fl.gov>; John Wilkins <jwilkins@cityofkeywest-fl.gov>; Rod Delostrinos <rdelostrinos@cityofkeywest-fl.gov>; Rogelio Hernandez <rhernandez@cityofkeywest-fl.gov>
Subject: Rams Head Promotions Avett Brothers 2 day concert at the Amphitheatre November 16th & 17, 2018

3m
May 1

KAMSHAW PROMOTIONS, LNC.



CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT
APPROVALS

EVENT: The Avel Brothers at Amphitheatre
DATES: Friday Nov 16th & Saturday Nov 17th

DEPARTMENTS

COMMENTS

EVENTS (INITIAL SIGNOFF)

Maria Rotunff 4/10/18
SIGNATURE DATE

COMMUNITY SERVICES

SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

KWDOT

SIGNATURE DATE

PORT AND MARINE SERVICES

J. Yang 10 Apr 18
SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

ENGINEERING

SIGNATURE DATE

~~HEATH~~ Ralph Major

SIGNATURE DATE

SPECIAL EVENT PERMIT HAS BEEN ☐ APPROVED ☐ DENIED

~~KIMSTHEAD~~ PROMOTIONS, INC.

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT
APPROVALS

EVENT: The Avetl Brothers at Amphitheatre
DATES: Friday Nov 16th → Saturday Nov 17th

DEPARTMENTS

COMMENTS

EVENTS (INITIAL SIGNOFF)

Maria Rotunff 4/10/18
SIGNATURE DATE

COMMUNITY SERVICES

SIGNATURE DATE

POLICE DEPARTMENT

Steve Torrence 4/10/18
SIGNATURE DATE

Requires Extra Duty Officers

FIRE DEPARTMENT

SIGNATURE DATE

KWDOT

SIGNATURE DATE

PORT AND MARINE SERVICES

SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

ENGINEERING

SIGNATURE DATE

~~UTILITIES~~ Ralph Major

SIGNATURE DATE

SPECIAL EVENT PERMIT HAS BEEN _____ APPROVED _____ DENIED

Maria Ratcliff

From: John Wilkins
Sent: Wednesday, April 11, 2018 8:19 AM
To: Maria Ratcliff; Richard Sarver; Tara Stansbury; Steve Torrence; Alan Averette; Ralph Major; Jim J. Young; Gary Volenec; Rod Delostrinos; Rogelio Hernandez
Subject: RE: Rams Head Promotions Avett Brothers 2 day concert at the Amphitheatre November 16th & 17, 2018

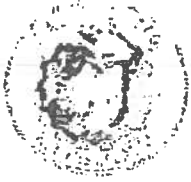
Parking has no objections. Parking is to be managed by event organizers, If parking staff is required to assist there would be additional fees.

John Wilkins

From: Maria Ratcliff
Sent: Tuesday, April 10, 2018 3:06 PM
To: Richard Sarver <rsarver@cityofkeywest-fl.gov>; Tara Stansbury <tstansbury@cityofkeywest-fl.gov>; Steve Torrence <storrence@cityofkeywest-fl.gov>; Alan Averette <aaverett@cityofkeywest-fl.gov>; Ralph Major <rmajor@cityofkeywest-fl.gov>; Jim J. Young <jjyoung@cityofkeywest-fl.gov>; Gary Volenec <gvolenec@cityofkeywest-fl.gov>; John Wilkins <jwilkins@cityofkeywest-fl.gov>; Rod Delostrinos <rdelostrinos@cityofkeywest-fl.gov>; Rogelio Hernandez <rhernandez@cityofkeywest-fl.gov>
Subject: Rams Head Promotions Avett Brothers 2 day concert at the Amphitheatre November 16th & 17, 2018

Jim May 1

KAMSHEAD PROMOTIONS, LNC



CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT
APPROVALS

EVENT: The Avel Brothers at Amphitheatre
DATES: Friday Nov 16th & Saturday Nov 17th

DEPARTMENTS

COMMENTS

EVENTS (INITIAL SIGNOFF)

Maria Patuff 4/10/18
SIGNATURE DATE

COMMUNITY SERVICES

[Signature]
SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

KWDOT

SIGNATURE DATE

PORT AND MARINE SERVICES

SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

ENGINEERING

SIGNATURE DATE

~~INITIALS~~ Ralph Major

Ralph Major 4/11/2018
SIGNATURE DATE

SPECIAL EVENT PERMIT HAS BEEN APPROVED DENIED

Rams Head Promotions Avett Brothers concert 2018

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRUCTIONS

SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE

SIGNATURE DATE

FIRE DEPARTMENT

SEE ATTACHED MEMO

Alan Averette 4/12/2018

approved

SIGNATURE DATE

PORT/KEY WEST DOT

SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

KEY WEST PROPERTY
MANAGEMENT

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE



THE CITY OF KEY WEST

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

To: Rams Head Promotions

From: Division Chief/Fire Marshal Alan Averette

Date: April 12, 2018

Reference: Avett Brothers concert

This office reviewed the special event application for the Avett Brothers Concert to be held at the Key West Waterfront Amphitheater November 16 & 17, 2018. The following conditions apply:

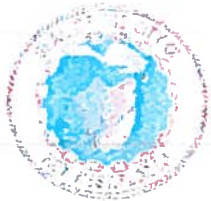
- The event will require an EMS crew standing by for the entire event. The event organizer is responsible for two rescue personnel @ \$40.00 an hour each.
- The event organizer is responsible for a Fire Inspector @ \$40.00 an hour. They will be present for the entire event to conduct a Fire Safety Watch.

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

Alan Averette, Fire Marshal

Key West Fire Department
1600 N. Roosevelt Boulevard
Key West, Florida 33040
305-809-3933 Office
aaverett@cityofkeywest-fl.gov.

3266 LSN 103X



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

EVENT: The Avel Brothers at Amphitheatre
DATES: Friday Nov 16th + Saturday Nov 17th

DEPARTMENTS

COMMENTS

EVENTS (INITIAL SIGNOFF)

Mania Ratuji 4/10/18
 SIGNATURE DATE

✓ COMMUNITY SERVICES

SIGNATURE DATE

✓ POLICE DEPARTMENT

SIGNATURE DATE

✓ FIRE DEPARTMENT

SIGNATURE DATE

✓ KWDOT

SIGNATURE DATE

PORT AND MARINE SERVICES

SIGNATURE DATE

✓ CODE COMPLIANCE

SIGNATURE DATE

ENGINEERING

SIGNATURE DATE

UTILITIES *Ralph Major*

SIGNATURE DATE

SPECIAL EVENT PERMIT HAS BEEN _____ APPROVED _____ DENIED