

TAB 3



2010

**SPECIAL FUNCTION PERMIT APPLICATION**

Tues, Wed, Thurs

EVENT NAME: FLA. Cracker Cowboy Educational  
APPLICANT: PHC Program / with  
ADDRESS: 515-10<sup>th</sup> Ave. W - Palmetto to El.  
CONTACT: Mandy Polson  
EVENT DATE: 4/6, 8 + 9  
EVENT TIME: TBA  
PHONE: \_\_\_\_\_  
PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: 3 days of Educational Programming  
for Palmetto El (grades 1-5). Children will rotate through  
(6) different Educational Stations where they will learn  
about the life of a Florida Cracker Cowboy.  
ANTICIPATED ATTENDANCE: \_\_\_\_\_

**CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

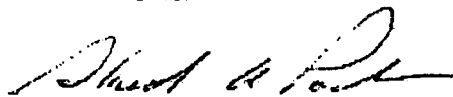
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**Special Function Permit Application**  
**Page 2**

EVENT: FLA. Cracker Cowboy Educational Event Date: 4/6, 7 ~ 8/10  
Program w/Palmetto Elementary

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

  
\_\_\_\_\_  
Permittee

**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

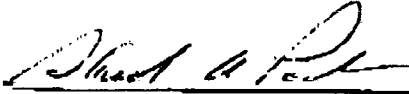
North River Fire  \_\_\_\_\_

Date 2/17/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received. \_\_\_\_\_

**Special Function Permit Application**  
**Page 2**EVENT: FLA. Cracker Cowboy Educational  
Program w/Palmetto Elementary Event Date: 4/6, 7 ~ 8/10I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.  
Permittee**CITY APPROVAL:**

Public Works Director _____	Date _____
Risk Management _____	Date _____
Parks Department _____	Date _____
Police Department _____	Date <u>FEB 17 2010</u>
North River Fire _____	Date _____
APPROVED BY COMMISSION: _____	Date _____

Internal use only  
Date Received \_\_\_\_\_

**Special Function Permit Application**  
**Page 2****EVENT:** Pongos Birthday Party**Event Date:** 11/20/10I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.[Signature]

Permittee

**CITY APPROVAL:**Public Works Director [Signature]Date 2-17-10Risk Management [Signature] PENDING FMSDate 2/17/10Parks Department [Signature]Date 2/17/10

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only

Date Received: \_\_\_\_\_



### **SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Pongo's Birthday Party EVENT DATE: 11/20/10  
APPLICANT: Palmetto Hist. Commission EVENT TIME: 11 AM - 2 PM  
ADDRESS: 515 10<sup>th</sup> Ave W - Palmetto PHONE: \_\_\_\_\_  
CONTACT: Mandy Polson PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: FFA Alumni to be food  
Vendor (insurance to follow) - 2nd Bday party for Pongo - Crafts,  
games, photos w/ Pongo - Approval for animal on premises  
pending.

ANTICIPATED ATTENDANCE: \_\_\_\_\_

#### **CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required.  
Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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**Special Function Permit Application**  
**Page 2**

**EVENT:** Pongos Birthday Party

**Event Date:** 11/20/10

**I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.**

  
**Permittee**

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**CITY APPROVAL:**

**Public Works Director** \_\_\_\_\_

**Date** \_\_\_\_\_

**Risk Management** \_\_\_\_\_

**Date** \_\_\_\_\_

**Parks Department** \_\_\_\_\_

**Date** \_\_\_\_\_

**Police Department** \_\_\_\_\_

**Date** \_\_\_\_\_

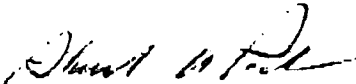
**North River Fire**  \_\_\_\_\_

**Date** 2/17/10

**APPROVED BY COMMISSION:** \_\_\_\_\_

**Date** \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2**EVENT: Pangos Birthday PartyEvent Date: 11/20/10I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

Permittee

**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date FEB 17 2010

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only


Date Received: \_\_\_\_\_



**Special Function Permit Application**  
**Page 2**

EVENT: FLA. Cracker Cowboy Educational Event Date: 4/6, 7 & 8/10  
Program w/Palmetto Elementary

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.



Permittee

**CITY APPROVAL:**

Public Works Director

Date 2-17-10

Risk Management

Date 2/17/10

Parks Department

Date 2/17/10

Police Department

Date

North River Fire

Date

APPROVED BY COMMISSION:

Date

Internal use only

Date Received: \_\_\_\_\_



### **SPECIAL FUNCTION PERMIT APPLICATION**

**EVENT NAME:** Jimmy Peters Photography **EVENT DATE:** 3/12/10  
**APPLICANT:** Palmetto Hist Comm reception **EVENT TIME:** 5.30-8 pm  
**ADDRESS:** 515-10<sup>th</sup> Ave. W. - Palmetto **PHONE:** \_\_\_\_\_  
**CONTACT:** Mandy Polson **PHONE:** 723-4991

**DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.:** Food provided by The  
Cattlemen's Association (Insurance to follow) - To be  
held in basement of Carnegie Library - Public can come +  
Entertainment by cowboy poet Hank Mattson - Some buildings open. meet  
**ANTICIPATED ATTENDANCE:** Open to Public by RSVP only Jimmy Peters.

#### **CITY SERVICES REQUIRED:**

**POLICE:** Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
**PUBLIC WORKS:** Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

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Proposed location(s): \_\_\_\_\_

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Special Function Permit Application  
Page 2

EVENT: Jimmy Peters Photography Reception Event Date: 3/12/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director [Signature]

Date 2-16-10

Risk Management [Signature]

INS-PENDING

Date 2/15/10

Parks Department [Signature]

Date 2/15/10

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only

Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2**

EVENT: Jimmy Peters Photography Reception Event Date: 3/12/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date FEB 17 2010

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

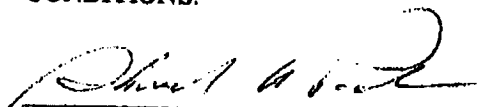
Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: Jimmy Peters Photography Reception Event Date: 3/12/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire  \_\_\_\_\_

Date 2/15/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_



### **SPECIAL FUNCTION PERMIT APPLICATION**

**EVENT NAME:** Heritage Day **EVENT DATE:** 3/13/10  
**APPLICANT:** Palmetto Historical Commission **EVENT TIME:** 10 Am - 3 pm  
**ADDRESS:** 515-10<sup>th</sup> Ave. W. - Palmetto **PHONE:** \_\_\_\_\_  
**CONTACT:** Mandy Polson **PHONE:** 723-4991

**DETAILS OF FUNCTION:** LOCATION, PARADE ROUTE, ETC.: Entertainment, children's  
Alex's Lemonade (Sponsored by PHC) - Food provided by  
Cattlemen's Assoc. (Insurance to follow), Buildings all open  
Photography Exhibit. w/ volunteers in them.  
**ANTICIPATED ATTENDANCE:** Open to Public

#### **CITY SERVICES REQUIRED:**

**POLICE:** Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
**PUBLIC WORKS:** Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

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Special Function Permit Application  
Page 2

EVENT: Heritage Day

Event Date: 3/13/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director [Signature]  
Risk Management [Signature] *PENDING INS.*  
Parks Department [Signature]  
Police Department \_\_\_\_\_  
North River Fire \_\_\_\_\_

Date 2-16-10

Date 2/15/10

Date 2/15/10

Date \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only

Date Received: \_\_\_\_\_

**Special Function Permit Application  
Page 2**

EVENT: Heritage Day Event Date: 3/13/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

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**CITY APPROVAL:**

Public Works Director	_____	Date	_____
Risk Management	_____	Date	_____
Parks Department	_____	Date	_____
Police Department	_____	Date	<u>FEB 17 2010</u>
North River Fire	_____	Date	_____
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_

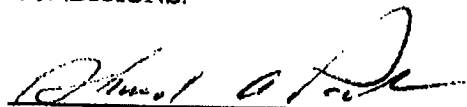


**Special Function Permit Application**  
**Page 2**

**EVENT:** Heritage Day

**Event Date:** 3/13/10

**I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.**

  
**Permittee**

---

**CITY APPROVAL:**

**Public Works Director** \_\_\_\_\_

**Date** \_\_\_\_\_

**Risk Management** \_\_\_\_\_

**Date** \_\_\_\_\_

**Parks Department** \_\_\_\_\_

**Date** \_\_\_\_\_

**Police Department** \_\_\_\_\_

**Date** \_\_\_\_\_

**North River Fire**  \_\_\_\_\_

**Date** 2/15/10

**APPROVED BY COMMISSION:** \_\_\_\_\_

**Date** \_\_\_\_\_

**Internal use only**  
**Date Received:** \_\_\_\_\_



### **SPECIAL FUNCTION PERMIT APPLICATION**

**EVENT NAME:** Conversations w/ photographer **EVENT DATE:** 3/20/10  
**APPLICANT:** Palmetto Hist. Commission **EVENT TIME:** 1-3 pm  
**ADDRESS:** 515-10<sup>th</sup> Ave. W. - Palmetto **PHONE:** \_\_\_\_\_  
**CONTACT:** Mandy Polson **PHONE:** 723-4991

**DETAILS OF FUNCTION:** LOCATION, PARADE ROUTE, ETC.: food (light refreshments)  
to be sponsored by PHC + Agricultural Museum.  
Jimmy Peters shares photography experiences w/cowboys, local cowboys  
will share stories.  
**ANTICIPATED ATTENDANCE:** open to public

#### **CITY SERVICES REQUIRED:**

**POLICE:** Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
**PUBLIC WORKS:** Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

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**TEMPORARY RESTROOM FACILITIES:** # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

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Special Function Permit Application  
Page 2

EVENT: Conversation w/photographer + cowboys Event Date: 3/20/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director [Signature]  
Risk Management [Signature] PENDING IAMS.  
Parks Department [Signature]  
Police Department \_\_\_\_\_  
North River Fire \_\_\_\_\_

Date 2-16-10  
Date 2/15/10  
Date 2/15/10  
Date \_\_\_\_\_  
Date \_\_\_\_\_  
Date \_\_\_\_\_


APPROVED BY COMMISSION: \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2**

EVENT: Conversation w/photographer + cowboys Event Date: 3/20/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
\_\_\_\_\_  
Permittee

**CITY APPROVAL:**

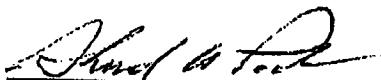
Public Works Director	_____	Date	_____
Risk Management	_____	Date	_____
Parks Department	_____	Date	_____
Police Department	_____	Date	<u>FEB 17 2010</u>
North River Fire	_____	Date	_____
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: Conversation w/photographer + cowboys Event Date: 3/20/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.



Permittee

CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire  \_\_\_\_\_

Date 2/15/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_



### **SPECIAL FUNCTION PERMIT APPLICATION**

**EVENT NAME:** Cowboy Country Documentary **EVENT DATE:** 3/26/10  
**APPLICANT:** Palmetto Hist. Commission **EVENT TIME:** 6:30-8:30pm  
**ADDRESS:** 515 10<sup>th</sup> Ave. W. - Palmetto **PHONE:** \_\_\_\_\_  
**CONTACT:** Mandy Polson **PHONE:** 723-4991

**DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.:** Dessert served (sponsored by PHC + Ag. Museum) - film done by Bob White to be shown in Carnegie Library basement - several cattlemen will be here for interchange w/audience  
**ANTICIPATED ATTENDANCE:** Open to Public

#### **CITY SERVICES REQUIRED:**

**POLICE:** Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
**PUBLIC WORKS:** Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

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Proposed location(s): \_\_\_\_\_

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Special Function Permit Application  
Page 2

EVENT: Cowboy Country Documentary <sup>viewing</sup> Event Date: 3/26/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director [Signature]  
Risk Management [Signature] <sup>Inv. PENDING</sup>  
Parks Department [Signature]  
Police Department \_\_\_\_\_  
North River Fire \_\_\_\_\_

Date 2-16-10  
Date 2/15/10  
Date 2/15/10  
Date \_\_\_\_\_  
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Date \_\_\_\_\_

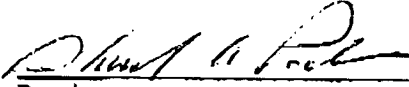
APPROVED BY COMMISSION: \_\_\_\_\_

Internal use only  
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**Special Function Permit Application**  
**Page 2**

EVENT: Cowboy Country Documentary <sup>viewing</sup> Event Date: 3/26/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date FEB 17 2010

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

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Special Function Permit Application  
Page 2

EVENT: Cowboy Country Documentary <sup>viewing</sup> Event Date: 3/26/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director	_____	Date	_____
Risk Management	_____	Date	_____
Parks Department	_____	Date	_____
Police Department	_____	Date	_____
North River Fire	<u>[Signature]</u>	Date	<u>2/15/10</u>
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_



### **SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Family Fun Day EVENT DATE: Friday April 2, 2010  
APPLICANT: Palmetto Historical Commission EVENT TIME: 11Am - 1pm  
ADDRESS: 515 - 10<sup>th</sup> Ave. W - Palmetto PHONE: \_\_\_\_\_  
CONTACT: Mandy Polson PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Crafts & game tables to be set up within Palmetto Historical Park.  
NO Food

ANTICIPATED ATTENDANCE: open to public

#### **CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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**PLEASE CONTINUE TO PAGE 2.**

**Special Function Permit Application**  
**Page 2**

**EVENT:** Family Fun Day

**Event Date:** Fri, April 2, 2010

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

**CITY APPROVAL:**

Public Works Director [Signature]

Date 2-16-10

Risk Management [Signature] INS. PENDING

Date 2/15/10

Parks Department [Signature]

Date 2/15/10

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2****EVENT:** Family Fun Day **Event Date:** Fri, April 2, 2010I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

Permittee

---

**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department  \_\_\_\_\_Date FEB 17 2010

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

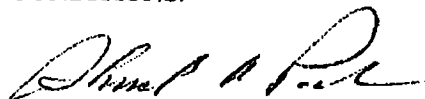
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Date Received: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: Family Fun Day

Event Date: Fri, April 2, 2010

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.



Permittee

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CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire  \_\_\_\_\_

Date 2/15/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Gospel & Games EVENT DATE: Sat. April 10 2010  
APPLICANT: Palmetto Historical Commission EVENT TIME: 5:30 - 8:00 pm  
ADDRESS: 515-10<sup>th</sup> Ave. W. - Palmetto PHONE: \_\_\_\_\_  
CONTACT: Mandy Polson PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Singing groups to perform within the Park. Tables w/games set up in circle. Alex's Lemonade (sponsored by PHC). Word of mouth. Barabuz will be food vendor. (Insurance on file w/city)  
ANTICIPATED ATTENDANCE: open to public

**CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: extra chairs for  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: this event

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

**TEMPORARY RESTROOM FACILITIES:** # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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**PLEASE CONTINUE TO PAGE 2.**

Special Function Permit Application  
Page 2

EVENT: Gospel & Games

Event Date: 4-10-10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director [Signature]  
Risk Management [Signature] PENDING INS  
Parks Department [Signature]  
Police Department \_\_\_\_\_  
North River Fire \_\_\_\_\_

Date 2-16-10

Date 2/18/10

Date 2/15/10

Date \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_


Date \_\_\_\_\_

Internal use only

Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2****EVENT:** Gospel & Games **Event Date:** 4-10-10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
\_\_\_\_\_  
Permittee**CITY APPROVAL:**

Public Works Director	_____	Date	_____
Risk Management	_____	Date	_____
Parks Department	_____	Date	_____
Police Department	_____	Date	<u>FEB 17 2010</u>
North River Fire	_____	Date	_____
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_

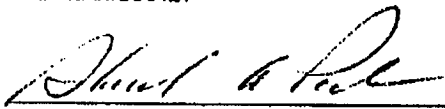


**Special Function Permit Application**  
**Page 2**

**EVENT:** Gospel & Games

**Event Date:** 4-10-10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

---

**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire  \_\_\_\_\_

Date 2/15/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_



**SPECIAL FUNCTION PERMIT APPLICATION**

Saturday

EVENT NAME: Jazz in the Afternoon

EVENT DATE: 4/17

APPLICANT: Palmetto Historical Commission

EVENT TIME: 1 - 2:30 pm

ADDRESS: 515-10<sup>th</sup> Ave. W. - Palmetto

PHONE: \_\_\_\_\_

CONTACT: Mandy Polson

PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Local high school jazz band (possibly 2), etc. to entertain outside in the circle. Chairs will be set up for the public to sit & enjoy

ANTICIPATED ATTENDANCE: open to public

**CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_

Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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**PLEASE CONTINUE TO PAGE 2.**

Special Function Permit Application  
Page 2

EVENT: Jazz in the Afternoon

Event Date: 4-17-10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director [Signature]

Date 2-16-10

Risk Management [Signature] PENDING INS.

Date 2/15/10

Parks Department [Signature]

Date 2/15/10

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire \_\_\_\_\_

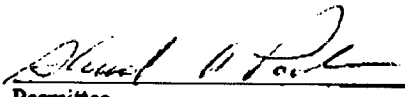
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APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

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Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2**EVENT: Jazz in the Afternoon Event Date: 4-17-10I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.  
Permittee

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**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department  \_\_\_\_\_Date FEB 17 2010

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

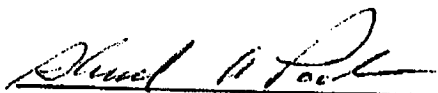
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Date Received: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: Jazz in the Afternoon

Event Date: 4-17-10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

  
Permittee

CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

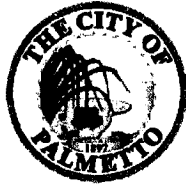
North River Fire  \_\_\_\_\_

Date 2/15/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_



Name TBA

### SPECIAL FUNCTION PERMIT APPLICATION

EVENT NAME: Summer Social / Book Fair EVENT DATE: 6/12/10  
APPLICANT: Palmetto Historical Commission EVENT TIME: 11 AM - 3pm  
ADDRESS: 515 - 10<sup>th</sup> Ave. W. - Palmetto PHONE: \_\_\_\_\_  
CONTACT: Mandy Polson PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Crafts, games, books for sale - Alex's Lemonade (Sponsored by PHC) Food vendor will be FFA Alumni (insurance to follow)

#### ANTICIPATED ATTENDANCE: \_\_\_\_\_

#### CITY SERVICES REQUIRED:

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_

Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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**PLEASE CONTINUE TO PAGE 2.**

Special Function Permit Application  
Page 2

EVENT: Summer Social/Book-fair Event Date: 6/12/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director	<u>[Signature]</u>	Date	<u>2-16-10</u>
Risk Management	<u>[Signature]</u> INS. PENDING	Date	<u>2/15/10</u>
Parks Department	<u>[Signature]</u>	Date	<u>2/15/10</u>
Police Department	_____	Date	_____
North River Fire	_____	Date	_____
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2****EVENT:** Summer Social/Book-fair **Event Date:** 6/12/10**I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.**  
\_\_\_\_\_  
Permittee**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date **FEB 17 2010**

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

**Internal use only**  
**Date Received:** \_\_\_\_\_



**Special Function Permit Application**  
**Page 2**

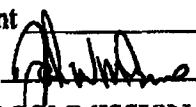
**EVENT:** Summer Social/Book-fair **Event Date:** 6/12/10

**I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.**

  
**Permittee**

---

**CITY APPROVAL:**

<b>Public Works Director</b> _____	<b>Date</b> _____
<b>Risk Management</b> _____	<b>Date</b> _____
<b>Parks Department</b> _____	<b>Date</b> _____
<b>Police Department</b> _____	<b>Date</b> _____
<b>North River Fire</b> <u></u> _____	<b>Date</b> <u>6/15/10</u>
<b>APPROVED BY COMMISSION:</b> _____	<b>Date</b> _____

**Internal use only**  
**Date Received:** \_\_\_\_\_



name TBA

### SPECIAL FUNCTION PERMIT APPLICATION

2 days - Sat + Sun

EVENT NAME: Summer Social  
APPLICANT: Palmetto Historical Commission  
ADDRESS: 515 - 10<sup>th</sup> Ave. W Palmetto  
CONTACT: Mandy Pelson

EVENT DATE: 8/7 + 8<sup>th</sup>  
EVENT TIME: ?  
PHONE: \_\_\_\_\_  
PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Crafts games  
Fla. Garden Railroad Society will be setting up trains  
Alex's Lemonade Stand (sponsored by PHC)  
Word of mouth Barbecue is food vendor  
ANTICIPATED ATTENDANCE: open to public

#### **CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

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Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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Special Function Permit Application  
Page 2

EVENT: Summer Social - TBA

2 days  
Event Date: 8/7 + 8/8/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director [Signature]

Date 2-16-10

Risk Management [Signature] PENDING INS.

Date 2/15/10

Parks Department [Signature]

Date 2/15/10

Police Department \_\_\_\_\_

Date \_\_\_\_\_

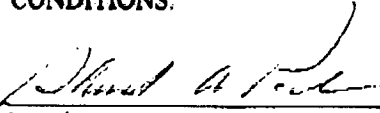
North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_

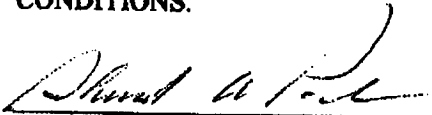
**Special Function Permit Application**  
**Page 2****EVENT:** Summer Social- TBA2 days  
**Event Date:** 8/7 + 8/8/10**I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.**  
\_\_\_\_\_  
**Permittee****CITY APPROVAL:****Public Works Director** \_\_\_\_\_**Date** \_\_\_\_\_**Risk Management** \_\_\_\_\_**Date** \_\_\_\_\_**Parks Department** \_\_\_\_\_**Date** \_\_\_\_\_**Police Department** \_\_\_\_\_**Date** FEB 17 2010**North River Fire** \_\_\_\_\_**Date** \_\_\_\_\_**APPROVED BY COMMISSION:** \_\_\_\_\_**Date** \_\_\_\_\_**Internal use only****Date Received:** \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: Summer Social- TBA

2 days  
Event Date: 8/7 + 8/8/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

  
Permittee

CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire  \_\_\_\_\_

Date 7/15/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Annual yard sale EVENT DATE: 10/2/10  
APPLICANT: Palmetto Dist. Commission EVENT TIME: 9AM - 1pm  
ADDRESS: 515 - 10<sup>th</sup> Ave. W. - Palmetto PHONE: \_\_\_\_\_  
CONTACT: mandy Polson PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Community yard sale  
Alex's Lemonade stand (sponsored by PNC) - food vendor - TBA  
Tables set up in park for people to sell stuff

ANTICIPATED ATTENDANCE: Open to Public

**CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

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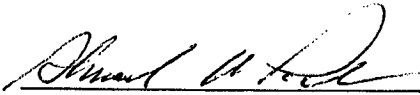
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Special Function Permit Application  
Page 2



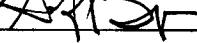
EVENT: Annual yard Sale

Event Date: 10/2/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

CITY APPROVAL:

Public Works Director   
Risk Management  PENDING INS  
Parks Department   
Police Department \_\_\_\_\_  
North River Fire \_\_\_\_\_

Date 2-16-10

Date 2/15/10

Date 2/15/10

Date \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

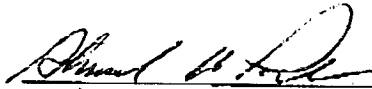
Date \_\_\_\_\_

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Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2****EVENT:** Annual yard Sale **Event Date:** 10/2/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
\_\_\_\_\_  
Permittee**CITY APPROVAL:**

Public Works Director	_____	Date	_____
Risk Management	_____	Date	_____
Parks Department	_____	Date	_____
Police Department	_____	Date	<u>FEB 17 2010</u>
North River Fire	_____	Date	_____
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_



**Special Function Permit Application**  
**Page 2**

**EVENT:** Annual yard Sale

**Event Date:** 10/2/10

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
\_\_\_\_\_  
Permittee

---

**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire  \_\_\_\_\_

Date 2/15/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_



### SPECIAL FUNCTION PERMIT APPLICATION

EVENT NAME: Palmetto's Christmas in the Park EVENT DATE: 12/3 & 4  
APPLICANT: Palmetto Hist. Commission EVENT TIME: 5-9pm  
ADDRESS: 515-10<sup>th</sup> Ave. W - Palmetto PHONE: \_\_\_\_\_  
CONTACT: Mandy Polson PHONE: 723-4991

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Park open house  
musical entertainment (Children's groups), photos w/ Santa  
crafts, food vendors (TBA), Alex's Lemonade Stand (sponsored  
by PHE)  
ANTICIPATED ATTENDANCE: Open to Public

#### **CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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**PLEASE CONTINUE TO PAGE 2.**

We would like to borrow tables & chairs for this event.  
We would like to have lights on all of the bldgs (including  
the Ag Museum who will furnish their own lights

Special Function Permit Application  
Page 2

EVENT: Palmetto's Christmas in the Park Event Date: 12/3 + 4

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee


CITY APPROVAL:

Public Works Director [Signature]  
Risk Management [Signature] PENDING INS  
Parks Department [Signature]  
Police Department \_\_\_\_\_  
North River Fire \_\_\_\_\_

Date 2-16-10  
Date 2/15/10  
Date 2/15/10  
Date \_\_\_\_\_  
Date \_\_\_\_\_  
Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2****EVENT:** Palmetto's Christmas in the Park **Event Date:** 12/3 ~ 4I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

Permittee

**CITY APPROVAL:**

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date FEB 17 2010

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only

Date Received: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2**

**EVENT:** Palmetto's Christmas in the Park **Event Date:** 12/3 + 4

**I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.**

  
**Permittee**

---

**CITY APPROVAL:**

**Public Works Director** \_\_\_\_\_

**Date** \_\_\_\_\_

**Risk Management** \_\_\_\_\_

**Date** \_\_\_\_\_

**Parks Department** \_\_\_\_\_

**Date** \_\_\_\_\_

**Police Department** \_\_\_\_\_

**Date** \_\_\_\_\_

**North River Fire**  \_\_\_\_\_

**Date** 2/15/10

**APPROVED BY COMMISSION:** \_\_\_\_\_

**Date** \_\_\_\_\_

**Internal use only**  
**Date Received:** \_\_\_\_\_



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Spring Classic  
APPLICANT: St. Petersburg Bicycle Club  
ADDRESS: 304 7<sup>th</sup> St. W.  
CONTACT: TIM Betts

EVENT DATE: April 11, 2010  
EVENT TIME: 8am - 1pm  
PHONE: 727-510-9098  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: See attached Description & Maps for details.

ANTICIPATED ATTENDANCE: ~ 325 participants

**CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: ☒ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_  
3<sup>rd</sup> Avenue W between 7<sup>th</sup> St. & 8<sup>th</sup> St. 7:30 to 8:20.

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required.  
Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: 2 # of days: 3  
Proposed location(s): 304 7<sup>th</sup> St. west, Tony D's restaurants - SPBC will provide

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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**PLEASE CONTINUE TO PAGE 2.**

Special Function Permit Application  
Page 2

EVENT: Spring Classic

Event Date: April 11, 2010

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

Vin Buttz President SPBC  
Permittee

CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire [Signature] \_\_\_\_\_

Date 2/11/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only

Date Received: 2/11/10  
[Signature]

Special Function Permit Application  
Page 2

EVENT: SPRING CLASSIC

Event Date: April 11, 2010

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

Vin Buttz President SPBC  
Permittee

CITY APPROVAL:

Public Works Director [Signature]

Date 2-15-10

Risk Management [Signature]

Date 2/12/10

Parks Department [Signature] (SEE ATTACHMENT)

Date 2/11/10

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_



Special Function Permt Application  
Page 2

EVENT: SPRING CLASSIC

Event Date: April 11, 2010

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

Kim Buttz President SPBC  
Permittee

CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date 2/16/10

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only

Date Received: \_\_\_\_\_

To: City Commission  
Through: Allen Tusing, Public Works Director  
From: Geoff Seger, Parks Director  
Date: February 11, 2010  
Re: Spring Classic Bike Ride

Parks staff will deliver 10 safety cones/barricades to Tony D's on Friday, April 9<sup>th</sup>.  
Event staff will be responsible for set-up and take-down of said cones.  
Parks staff will pick up cones/barricades on Monday, April 12<sup>th</sup>.

Bob's Barricades charge .50 cents per cone, per day.

10 City safety cones – N/C *4 barricades*

St Petersburg Bicycle Club, Inc  
P O Box 76023  
St. Petersburg, FL 33734

**CONFIRMATION OF INSURANCE**

We are pleased to advise you that in accordance with your instructions we have effected the following insurance(s):-

Policy No.: M9LF9993

Date : February 25, 2009

NAMED INSURED: St Petersburg Bicycle Club, Inc

TYPE: Sports/Venue

LIMIT: \$1,000,000 CSL Premises - General Liability  
\$2,000,000 Aggregate - General Liability

DEDUCTIBLE: \$250 per claim General Liability

COVER: Commercial General Liability

PREMIUM: per contract

PERIOD: From 3/04/09 12:01 A.M. to cease 3/04/10  
12:01 A.M., or such time prior thereto as the  
Company policy(ies) may be issued on  
described risk in lieu thereof.

CONDITIONS: Subject in all respects to the terms and  
conditions of the policy(ies) to be issued.  
GL/Inland Marine premium is fully earned in 90 days.

IMPORTANT: If there is any inaccuracy in the foregoing,  
please advise immediately

INSURERS: T.H.E. INSURANCE COMPANY

February 25, 2009  
Date

Richard W. A. L. L.  
Signature

<b>ACORD™ CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) <b>2/25/09</b>
<b>PRODUCER</b> Allied Specialty Insurance, Inc 10451 Gulf Blvd. Treasure Island, FL 33706 800/237-3355	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
<b>INSURED</b> St Petersburg Bicycle Club, Inc P O Box 76023 St. Petersburg FL 33734	<b>INSURERS AFFORDING COVERAGE</b> INSURER A: T.H.E. Insurance Company INSURER B: INSURER C: INSURER D: INSURER E:	<b>NAIC #</b>     

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NR	ADD'L LTS	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	M9LF9993	03/04/09	03/04/10	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$
		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$  BODILY INJURY (Per person) \$  BODILY INJURY (Per accident) \$  PROPERTY DAMAGE (Per accident) \$
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		<b>OTHER</b>				

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**

Effective from 4/19/09 Additional Insured: CITY OF PALMETTO  
 through 4/20/09 PALMETTO FL  
 EVENT: THE SPRING CLASSIC  
 AS RESPECTS TO THE OPERATION OF THE NAMED INSURED ONLY.

**CERTIFICATE HOLDER**

CITY OF PALMETTO  
 PALMETTO FL

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR

**REPRESENTATIVES**

AUTHORIZED REPRESENTATIVE

*Richard W. A. Smith*

**St. Petersburg Bicycle Club**

**Spring Classic 2010**

**City of Palmetto - Permit Application**

**Information Sheet**

For the 22<sup>nd</sup> year, the St. Petersburg Bicycle Club will hold its annual Spring Classic bicycle ride in the City of Palmetto and Manatee County.

On April 11<sup>th</sup>, 2010, we will be starting the ride at Tony D's Restaurant at 304 7<sup>th</sup> Street West in the City of Palmetto. From there we will ride westward (see attached maps) on 7<sup>th</sup>, cross Business 41, take a right on 14<sup>th</sup> Ave W, another right on 17<sup>th</sup> Street West, cross back over Business 41, take a left at 16<sup>th</sup> Avenue/Canal Road and proceed into the County. The return route will be the reverse.

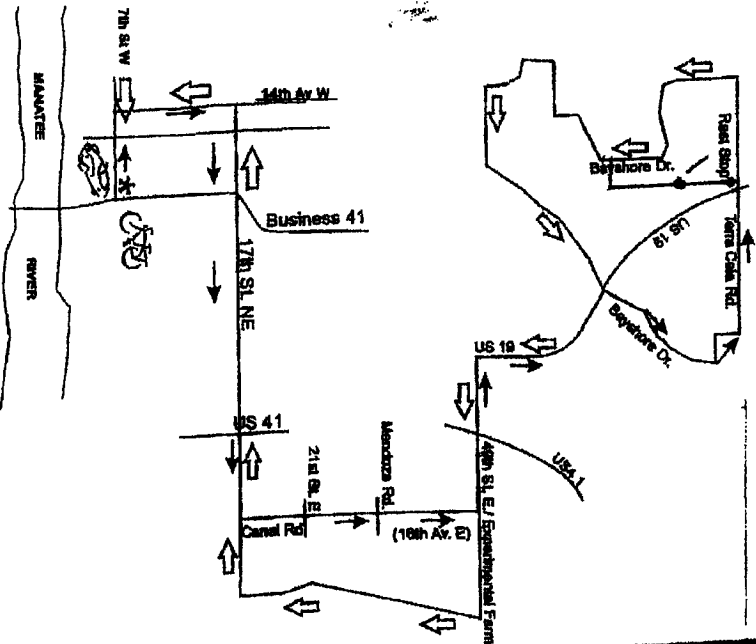
We anticipate 300-350 riders. The three different ride-distances (25, 35 and 60 miles) will leave 10 minutes apart between 8:00 and 8:20. We will hire off-duty City of Palmetto Police Officers (typically 4) for the start area and the outbound crossings of Business 41 and US 41 to ensure safety.

We request the closing of 3<sup>rd</sup> Avenue between 7<sup>th</sup> Street and 8<sup>th</sup> Street for no more than 50 minutes between 7:30 and 8:20 to allow upwards of 350 bicyclists to gather safely before the ride.



**22+ Mile Ride Directions**

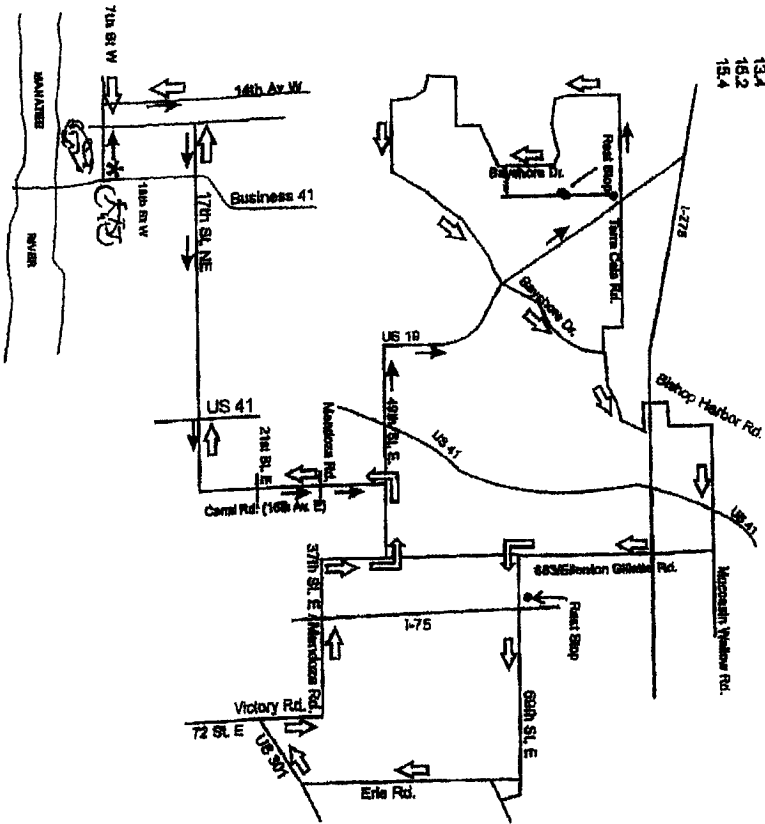
Miles	Directions
0.4	Bayshore Drive (curves)
0.9	Cross Sunset Lane
1.6	US 19
1.8	48th St./Exp. Farms Rd
3.6	Cross US 41
5.7	Cross 16th St./Canal Rd
6.1	Ellenton/Gillette
6.5	17th St.
8.5	Cross 16th St./Canal Rd.
7.1	Bayshore Dr.
7.9	Terra Cota Road
8.1	Cross US 19
8.1	Cross Center Road
8.1	Look for 1st SAG Stop



25 Mile - follow red arrows

**35+ Mile Ride Directions**

Miles	Directions
0.4	Ellenton/Gillette
0.9	I-275 Overpass
1.6	2nd SAG Stop at Left
1.8	I-75 Overpass
3.6	US 301
5.7	Victory Road/22nd Ave
6.1	US 19
6.5	I-75 Overpass
7.3	Ellenton/Gillette
7.5	17th St.
8	Cross US 41 Bus.
8.5	14th Ave.
11	7th St.
11.8	Cross US 41 Bus.
12.8	Bayshore Road/Old 41
13	I-275 Underpass
13.4	Blaken Harbor Rd.
15.4	Cross US 41



35 Mile - follow yellow arrows

St Petersburg Bicycle Club  
Spring Classic 2010



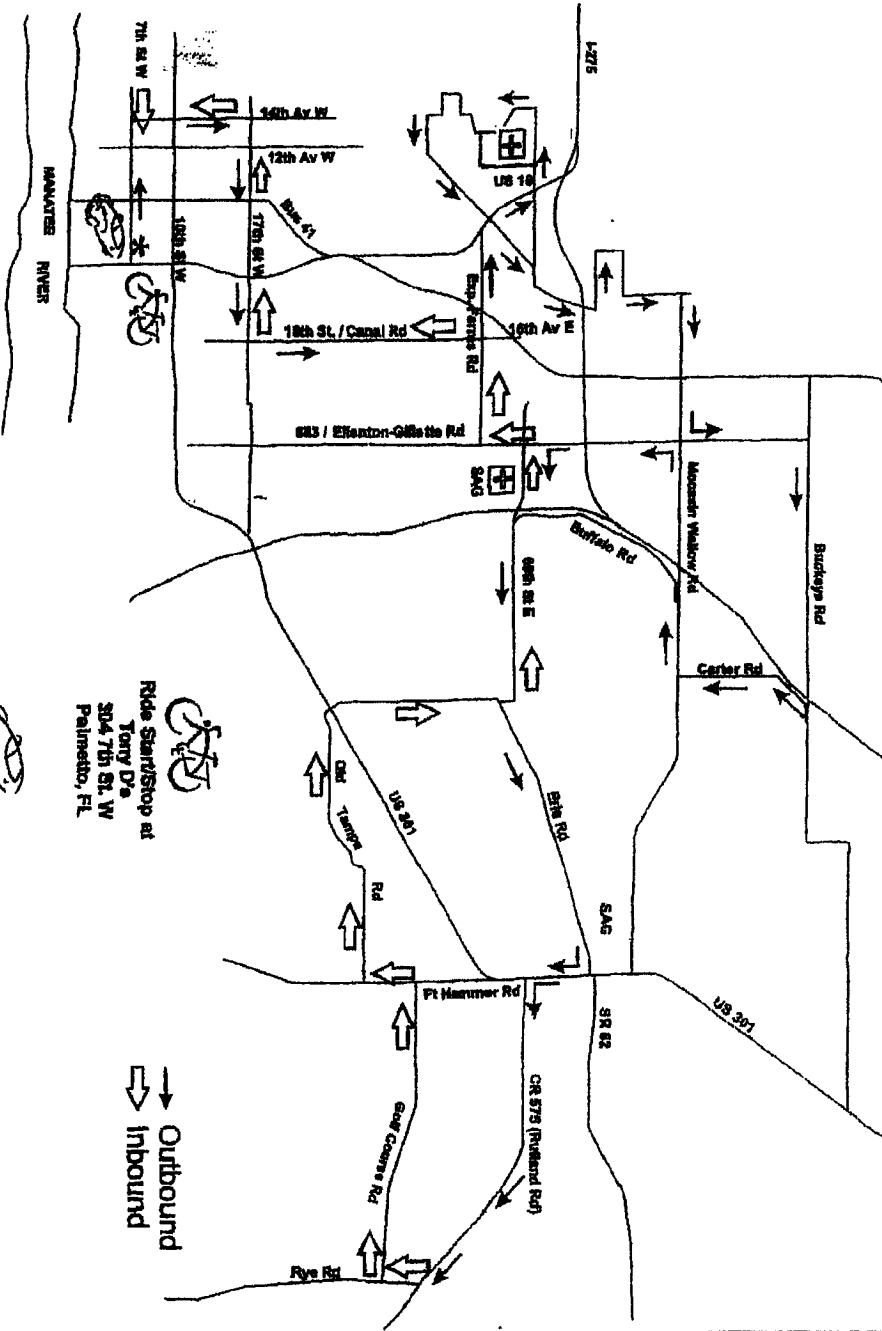
# St Petersburg Bicycle Club Spring Classic 2010

60 Mile - follow white arrows



Park south of  
Tony D's and  
in area

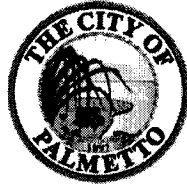
Ride Start/Stop at  
Tony D's  
304 7th St. W  
Palmetto, FL



→ Outbound  
← Inbound

60+ Mile Ride Direction		Miles
3rd Ave. R on 7th St.		0.4
Cross US 41 Bus.		0.9
R 14th Ave		1.8
R 17th St		3.6
L Canal/16th Ave		5.7
L 49th St. E./Exp. Farm		6.1
Cross US 41		6.5
R U.S. 19		7.3
L Terra Ceja Road		7.5
Cross Carter Rd.		
Look for 1st Sag		
Bayside Drive (curves)		8
Cross Sunset Lane		8.8
Cross U.S. 19		11
Terra Ceja Road/77 St. E.		11.8
L Bayside Road/Cold 41		12.8
Cross I-275 Underpass		12.9
L 78th St. E.		13
R Bishop Harbor Road (curves)		13.4
Cross RR tracks		15.2
Cross US 41		15.4
Ellenton Gillette/CR 883		16.1
R Buckeye road		17.8
R Carter Road		20.8
Moccasin Willow		22.8
Ellenton Gillette/CR 883		25.5
Cross I-275 Overpass		26.4
69th St		27.1
2nd SAG Stop of Left		27.8
Cross I-75 Overpass		27.9
Erie Road		30.3
L US 301		32.7
R CR 575		33.5
R Rye Road		37.4
R Golf Course Road		37.8
R Ft. Hammer Road		41.3
R Old Tampa Road		42
Cross US 301 onto Erie Rd.		45.3
68th St.		47.7
Cross I-75 Overpass		50.1
3rd SAG on Right		50.4
Ellenton Gillette/Bud Ruden		50.9
R Experimental Farms Road		52.1
L 16th St./Canal Road		53.3
R 17th St.		56.4
L 14th Ave.		57.4
L 7th St		58.1
Cross US 41 Bus		58.6
Tony D's 3rd Ave, 7th St.		59

Mechanical SAG (727) 510-9098



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: V.B.S. Family Night  
APPLICANT: First Baptist Church  
ADDRESS: 1020 4<sup>th</sup> St. W.  
CONTACT: Allen Smith

EVENT DATE: June 25  
EVENT TIME: 5:00 - 8:00 PM  
PHONE: 722-7795  
PHONE: \_\_\_\_\_

---

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Family event with BBQ, Games, Inflatables and train. We would like 11<sup>th</sup> Ave south of 5<sup>th</sup> Street to 4<sup>th</sup> Street closed for safety of children.

ANTICIPATED ATTENDANCE: 500+

**CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: X Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

**TEMPORARY RESTROOM FACILITIES:** # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

---

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. To purchase insurance policies of appropriate coverage through the City, please complete and submit the Special Events Application Quote Form (Exhibit B).

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**Sale or consumption of alcoholic beverages on City property is strictly prohibited.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (See Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

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**PLEASE CONTINUE TO PAGE 2.**

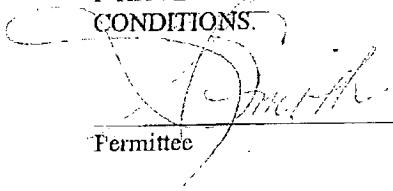


Special Function Permit Application  
Page 2

EVENT: VBS Family Night

Event Date: June 25, 2010

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

  
Permittee

CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date 2/10/10

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: VBS Family Night

Event Date: June 25, 2010

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

Public Works Director [Signature]

Date 2/12/2010

Risk Management [Signature]

Date 2/11/2010

Parks Department [Signature]

(SEE ATTACHMENT)

Date 2/10/10

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire \_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only

Date Received: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: VBS Family Night

Event Date: June 25, 2010

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

  
Permittee

CITY APPROVAL:

Public Works Director \_\_\_\_\_

Date \_\_\_\_\_

Risk Management \_\_\_\_\_

Date \_\_\_\_\_

Parks Department \_\_\_\_\_

Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

North River Fire  \_\_\_\_\_

Date 2/10/10

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only

Date Received: 2/10/10

Stonder

To: City Commission  
Thru: Allen Tusing, Public Works Director  
From: Geoff Seger, Parks Director  
Date: February 10, 2010  
Re: V.B.S Family Night Event

Parks staff will drop cones/barricades off at the corners of 11<sup>th</sup> Ave. at 4<sup>th</sup> and 5<sup>th</sup> streets, event staff will set up cones/barricades day of event and then return them to the corners after the event is over. City staff will pick them up on Monday morning.

12 – 36” safety cones, 6 at each location – N/C

Bob's Barricades charges .50 per cone, per day.

<b>ACORD<sub>TM</sub> CERTIFICATE OF LIABILITY INSURANCE</b>		DATE 02/08/2010
<b>PRODUCER</b> Hugh Harless Insurance, Inc. 3713 Dale Avenue  Tampa FL 33609-		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.  <b>INSURERS AFFORDING COVERAGE</b>  INSURER A: GUIDEONE INSURANCE COMPANY INSURER B: INSURER C: INSURER D: INSURER E:
<b>INSURED</b> FIRST BAPTIST CHURCH OF PALMETTO, INC. 1020 4TH STREET WEST.  PALMETTO FL 34221-		

**COVERAGES**


THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b>	1266-614	10/01/2009	10/01/2010	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire) \$ 1,000,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
					PERSONAL & ADV INJURY \$ 1,000,000
					GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC				
	<b>AUTOMOBILE LIABILITY</b>				
	<input type="checkbox"/> ANY AUTO				COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per person) \$
	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS				PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> NON-OWNED AUTOS				
	<b>GARAGE LIABILITY</b>				
	<input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$
					OTHER THAN EA ACC \$
					AUTO ONLY: AGG \$
	<b>EXCESS LIABILITY</b>				
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				EACH OCCURRENCE \$
					AGGREGATE \$
	<input type="checkbox"/> DEDUCTIBLE				\$
	RETENTION \$				\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>				
					WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/>
					E.L. EACH ACCIDENT \$
					E.L. DISEASE - EA EMPLOYEE \$
					E.L. DISEASE - POLICY LIMIT \$
	<b>OTHER</b>				

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS**

The church is sponsoring a vacation bible school family night on Friday, June 25, 2010 and the church will be closing 11th Ave between 4th and 5th Streets. The City of Palmetto will be listed as an additional insured for this event. fax no. 941-729-0380

**CERTIFICATE HOLDER** ☒ **ADDITIONAL INSURED; INSURER LETTER:** A
**CANCELLATION**

City of Palmetto  516 18th Avenue West Palmetto FL 34221-	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  AUTHORIZED REPRESENTATIVE 
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ACORD 25-S (7/97)

Q - INS025S (0010)01

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**IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**DISCLAIMER**

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.