



City of Sarasota
Office of Special Events
 SpecialEvents@SarasotaFL.gov
 (941) 263-6283

SPECIAL EVENTS APPLICATION

EVENT OVERVIEW

Name of Event: Be Fabulous Music & Arts Pride Fest Estimated Total Attendance: 1500

Event Location: Five Points Park

Date(s) of Event: 5/10/2025 Operating Event Time(s): 2:30pm-10pm

Set-up Date (If different from event): _____ Set-up Hours: 8am

Tear-down Date (If different from event): _____ Tear-down Hours: 11:45pm

Type of Event: Art/Food Festival Block Party Celebration Concert Fireworks Parade
 Private Event Walk/Run Other: _____

Event Description: Music and arts festival for the community bringing everyone together to connect over music and the arts.

Will streets need to be closed? Yes No If yes, hours of closure: 9am-midnight

Streets to be closed (include cross streets): First St. b/t Central & Pineapple , Centra Ave. b/t Pineapple & First st, Pineapple b/t Central & First

CONTACT INFORMATION

Sponsor Name: Fabulous Arts Foundation

Sponsor Phone Number: 941-228-4872

Sponsor Email: shai@harveymilkfestival.org

Sponsor Address: 1342 17th Street Sarasota, Florida 34234

On-Site Contact Name: Shannon Fortner On-Site Cell #: _____

IF FAIR OR CARNIVAL RIDES WILL BE PRESENT AT THE EVENT, PLEASE PROVIDE THE FOLLOWING INFORMATION:

Carnival Operator: _____ On-Site Contact Name: _____

On-Site Phone Number: _____ Email Address: _____

Business Address: _____ State: _____ Zip Code: _____

License of Operation Information: _____

IF A PROMOTER, EVENT ORGANIZER, OR SUBCONTRACTOR IS RESPONSIBLE FOR MANAGING THE EVENT, PLEASE PROVIDE THE FOLLOWING INFORMATION:

Promoter Name: _____ On-Site Contact Name: _____

On-Site Phone Number: _____ Email Address: _____

Business Address: _____ State: _____ Zip Code: _____



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EVENT DETAILS

- Are you serving/selling food at your event? Yes No If yes, how many expected vendors? 2/3
- Are you serving/selling alcohol at your event? Yes No If yes, how many expected serving locations? 2/3
- Are you selling merchandise at your event? Yes No If yes, how many expected vendors? 30
- Will there be tents? Yes No If yes, what size? 10x10 tents for vendors, 20x20 tent
- Will there be a stage? Yes No If yes, what size? 32x16 with stairs
- Will animals be featured as part of the event? Yes No
- If yes, what type of animal(s)? _____
- Will your event have a rock wall, bounce house, or similar recreational amenity? Yes No
- Will there be a fee to enter the event? Yes No
- Will there be private security for the event? Yes No
- Will there be a pyrotechnic display? Yes No
(If yes, notification to SRQ /Manatee Airport is required)
- Will amplified sound, music, or a public-address system be used? Yes No
(If yes, please complete a sound permit.)

EVENT SERVICES:

Will the following be dispensed/activities take place?

- | | | | | | |
|--|---|--|---|----------------------|---|
| Street Closure
*with M.O.T. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | City Electricity | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | EMS (Paramedics)** | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Traffic Restrictions
(Walks/Runs) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Generators** | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Fire Department** | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Sidewalk /
Other ROW Usage: | <input type="checkbox"/> Yes <input type="checkbox"/> No | Cooking
Equipment** | <input type="checkbox"/> Yes <input type="checkbox"/> No | On-site Restrooms** | <input type="checkbox"/> Yes <input type="checkbox"/> No
Number of Restrooms: _____ |
| Barricades** | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Traffic Control | <input type="checkbox"/> Yes <input type="checkbox"/> No | Portable Restrooms** | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Number of Portable Restrooms: <u>2 ADA 3 regular</u> |
| City Trash Containers
If yes, how many? _____ | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | City Recycle Bins
If yes, how many? _____ | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Water / Sewer | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Signs, Posters,
Banners | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Public Parking
Lot | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Valet Services | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

****NOT provided by the City**



SPECIAL EVENTS APPLICATION

AGREEMENT

The undersigned, in consideration of being granted this Special Event Request, hereby covenants and agrees to indemnify and hold harmless the City of Sarasota and all of its Officers and Agents from any and all liabilities, claims, actions, suits or demands by any person, firm, or corporation for injuries, death, or property damage arising out of or in connection with this special event. Exhibit A is attached hereto, if applicable, and incorporated herein by reference. Map/diagram is attached hereto and incorporated herein by reference. The undersigned shall satisfy all governmental requirements for this event; shall be responsible for obtaining any and all necessary permits for this event from City, County, State, or Federal departments and shall make all arrangements directly with such departments; shall pay any fees or charges in connection with this special event; shall remove all structures, trash, or other evidence of the event when this permit expires; must provide name(s) of contractor(s) and telephone number(s) in writing for all contracted services prior to approval; and further agrees that such event and actions (s) of the event sponsor, including not limited to promoters, agents, subcontractors, and organizers engaged by and in partnership with the event sponsor, shall be in accordance with all City or County ordinances and State or Federal statutes including but not limited to, Title VII of the Civil Rights Act of 1964; the Florida Civil Rights Act; The American with Disabilities Act (ADA) of 1990 and the ADA Amendments Act of 2008.

Sponsor: _____

By:		President	4/19/2024
	<i>Applicant Signature</i>	<i>Title (if applicable)</i>	<i>Date</i>

Insurance Policy Holder (if other than sponsor): _____

By:			
	<i>Applicant Signature</i>	<i>Title (if applicable)</i>	<i>Date</i>

Event Promoter (if other than sponsor): _____

By:			
	<i>Applicant Signature</i>	<i>Title (if applicable)</i>	<i>Date</i>

**NOTE: The following must be provided at least 60 days prior to the event: Certificate of Insurance and Insurance Policy Declaration page (or equivalent documentation) listing the "City of Sarasota", 1565 1st Street, Sarasota, FL 34236, as "Certificate Holder" and "Additional Insured", including the name and date(s) of the event and its location. The minimum insurance coverage required is as follows:*

<i>Public Liability</i>	<i>\$1,000,000 each occurrence / \$2,000,000 general aggregate (required)</i>
<i>Property Damage</i>	<i>\$ 100,000 per occurrence (required)</i>
<i>Liquor Liability</i>	<i>\$1,000,000 per occurrence (if applicable)</i>
<i>Pyrotechnic Liability</i>	<i>\$1,000,000 per occurrence (if applicable)</i>

Please return this form to: City of Sarasota
 Office of Special Events
 801 N. Tamiami Trail
 Sarasota, Florida 34236

(OFFICE USE ONLY)

Approved:	Denied:
<i>Department Manager</i>	<i>Department Head</i>
<i>Department Head</i>	<i>Department Manager</i>

<i>Date</i>
<i>Date</i>