

City of Dania Beach

100 West Dania Beach Blvd., Dania Beach, FL 33004

SPECIAL EVENTS APPLICATION – EVENTS ON PRIVATE / PUBLIC PROPERTY

Please PRINT or TYPE

NOTE: ALL APPLICATIONS MUST BE COMPLETED AND SUBMITTED TO THE CITY FOR APPROVAL 60 DAYS PRIOR TO THE EVENT INCLUDING PAYMENT OF ALL APPLICATION FEES (SEE ATTACHED).

Event Name, Date, and Time:

2nd Annual Walk for the Dania Beach Paul DeMaio Library
Sat. January 26, 2013

Brief Description of the Event:

walk to raise \$ for the Friends of the D.B. Paul DeMaio Library to support the library & its programs.

Address/Location of Event:

1 Park Avenue East, D.B., FL

Event Coordinator:

Ann Page

Telephone #1:

9549233645

E-mail Address:

page5553@bellsouth.net

Telephone #2:

9543034505

Fax:

Additional Contact Person for the Event:

Karen Champion

Telephone #1:

954921.1742

E-mail Address:

librarianinf133004@yahoo.com

Telephone #2:

Fax:

Organization or Sponsor of Event:

Friends of the DB - Paul DeMaio Library

Address:

1 Park Avenue East

City, State, Zip Code:

Dania Beach, FL 33004

Telephone:

Fax:

Cell:

Is this a Non-Profit Organization?

Yes

No

Tax ID #:

Corporation Name (As it appears in the Articles of Incorporation):

The Friends of the Dania Beach Paul DeMaio Library

Date of Incorporation:

State of Incorporation:

Florida

Federal ID #:

N11000001965

Authorizing Official for the Organization:

Ann Page, President

Telephone #1:

9549233645

E-mail Address:

page5553@bellsouth.net

Telephone #2:

9543034505

Authorizing Official for the Organization:

Ann Page

Telephone #1: _____ E-mail Address: _____
 Telephone #2: _____

*Property Owner: _____

*Please Note – A letter of Consent is required from the property owner for the approval of this application.

Is the letter attached? Yes No

Will any portion of this event take place on Public or City Property? Yes No

Will there be a charge for admission? Yes No If yes, how much? _____

Has this event been held in the past? Yes No

If so, indicate the city location of last event: Library to Frost Park & back

Is the event to take place: Indoors Outdoors Both

Number of Expected Daily Attendants: 300 (BSO or Fire Details may be required - refer to page 6)

Please indicate the duration of the event:

DAY	DATE	START TIME	END TIME	TOTAL # OF HOURS
Saturday	11/26/13	8 am	4 pm	8 hrs

Anticipated Date and Time to Begin Set-Up: 11/26/2013 - 8 am registration

Anticipated Date and Time for Completion of Break-Down: Noon

*Do you have a site plan for the event to be submitted with this application? Yes No

*Please Note – A site plan indicating the following conditions must accompany the application or the application will be rejected, resulting in a significant time delay. The fire department must have easy access to the special event area. The site plan must include the following: entrances and exits, emergency vehicle access routes, parking, general vehicular drive paths, fire hydrant locations, fire department connections, street closure requests, fenced areas, grandstand, bleacher or other seating locations, tent and stage locations, cooking areas, and locations of any pyrotechnical material, fireworks, etc. In addition, the site plan must include the location of any rides (animal or mechanical), petting zoos, exhibits, DJ's, bands, performers, sanitary facilities, recreation vehicles for overnight housing, etc.

Is there a request for any road closures? Yes No

Please identify the street name(s) and/or locations for closure requests: Fed Hwy & same as last year.

Please Note – These streets must also be identified on the site plan.

Same as last yr.

***Are you requesting to fence the event area?** Yes No

Please Note – You must identify any fencing area on the site plan.

***Will Canopies (tent structure with no sides) be used for this event?** Yes No

***Please Note** - All tent structures with canopies in excess of 400 square feet [Per NFPA 1: Table 1.12.19(a)] require building permits and inspections. All canopies must be flame retardant. A certificate of flame retardancy and a sample of the canopy fabric for field testing must be submitted for product approval with this application. This information can be obtained from the canopy manufacturer or the canopy rental company. Please apply for the permit at the Building Department located at 100 W. Dania Beach Blvd. Please allow 8-10 working days for permit approvals.

***Will Tents (With Sides) be used for this event?** Yes No

***Please Note** – All tents in excess of 200 square feet [Per NFPA 1: Table 1.12.19(a)] require building permits and inspections. All tents must be flame retardant. A certificate of flame retardancy and a sample of the tent fabric for field testing must be submitted for product approval with this application. This information can be obtained from the tent manufacturer or the tent rental company. If the tents have sides, they are treated as buildings. They must have two separate exits remotely located from each other with electrically illuminated exit signs that have a battery back-up. In addition, they must have emergency egress lighting and fire extinguishers. Provide a life safety plan for these tents indicating the location of all Exits, Exit Signs, Emergency Lighting, Aisle Spacing, Fire Extinguisher locations, etc. Permits must be obtained for all tents and electrical work. Please apply for all permits at the Building Department located at 100 W. Dania Beach Blvd. Please allow 8-10 working days for permit approvals.

***Will electricity be required for this event?**

(for lighting, sound, cooking, other power needs, etc.) Yes No

***How will this electricity be supplied?** On-Site Generator Combination of Both

Please Note – The use of generators, temporary wiring, temporary electrical connections, etc. require permits and inspections. Please apply for the permit(s) prior to setting up at the Building Department located at 100 W. Dania Beach Blvd. Events requiring electricity are the responsibility of the applicant and must have a master electrician on site. Please allow 8-10 working days for permit approvals. Any generator less than 5KW does not require a permit.

Will there be live entertainment at this event? Yes No

Please indicate the type (Band, DJ, Live Performers, etc.) None

Please specify the hours of entertainment:

DAY	DATE	START TIME	END TIME	TOTAL # OF HOURS

***Will a stage(s) be used in this event?** Yes No

***Please note** Fire Extinguisher Requirement in the next question.

***Do you have adequate fire extinguishers for this event?** Yes No

***Please Note** - Fire extinguishers must be supplied for each tent, canopy, cooking appliance and stage. They must be accessible from anywhere in the tent or on the stage without having to travel any further than 75 feet for access. Extinguishers must be easily accessible and not obscured from view. Fire extinguishers must be commercial "ABC Multi-Purpose" (minimum 5lbs.) fire extinguishers that are currently certified and tagged by a licensed company. You

need to demonstrate that this requirement will be met by making a note on the site plan indicating compliance with all of the above requirements or providing a letter to the City fire prevention bureau to that effect.

*Will there be concessions or sales of food at this event? Yes No

Please specify: Continental breakfast served at conclusion

***Please Note STATE HEALTH INSPECTIONS FOR FOOD:** Pursuant to Florida law (Chapter 509, Florida Statutes) event sponsors are required to contact the State Health Inspector no less than 3 days prior to the event. Advance notification of 7 to 10 days is advisable. Please send a fax with your event plans and contact information to Fax Number (954) 956-5699. The Inspector's office will contact you to discuss food vendors and amounts and types of food you plan to make available to the public, whether it is being given away or sold.

An original Certificate of Liability Insurance and Workers' Compensation Certificate is required from all vendors. You must ensure that the Liability Certificate is for this specific event, has the proper dates, and names the City of Dania Beach as an Additional Insured. No event will be approved without this insurance.

*Will any type of cooking appliances be used by either the Sponsor of the Event or any of its vendors? Yes No

***If so, indicate the type of appliance(s) to be used and the number of each appliance to be used:**

- N/A
- Electric Grill(s); # _____
- Gas Grill(s); # _____
- Charcoal Grill(s); # _____
- Smoker Grills(s); # _____
- Grease Fryer(s); # _____
- Oven(s); # _____
- Electric Range Burner(s); # _____
- Gas Range Burner(s); # _____

***Please Note** - Grease Fryers are not permitted indoors unless they are protected with an approved Hood and a UL300 Compliant Wet Chemical Automatic Fire Suppression System in accordance with NFPA 96.

*Does each cooking appliance have its own dedicated Fire Extinguisher? Yes No *NA*

***Please Note** - Each cooking appliance must have its own dedicated fire extinguisher. Class K fire extinguishers are required for fryers. You need to demonstrate that this requirement will be met by making a note on the site plan indicating compliance with all of the above requirements or providing a letter to the fire prevention bureau.

*Does each cooking area have the proper clearances from all other event areas? Yes No *NA*

***Please Note** - Cooking areas can be located no closer than 30 feet from any tent or canopy structure, event rides, stages, grandstands or bleachers, etc. Ensure that this measurement is demonstrated on the site plan.

*Will there be sales of alcohol at this event? Yes No

***Please Note** - An original certificate of liquor liability insurance naming the City of Dania Beach as additional insured and a 1/2/3 Day Special Sales License is required to be submitted with this application. The license must be obtained from the State of Florida Department of Business and Professional Regulation.

If Yes, Please Specify Types of Alcohol to be Sold: N/A Beer Wine Liquor
 Mixed Drinks Other: _____

If alcohol is being served, please indicate how the beverages will be served: N/A
 Draft Truck Cold Plate Mini-Bar Beer Tub Table Service

Other: _____

Will there be alcohol given away at this event? Yes No

Please Specify Types of Alcohol to be given away: N/A Beer Wine Liquor
 Mixed Drinks Other: _____

Will there be retail sales at this event? Yes No

Please Specify: _____

*Will there be any carnival rides, mechanical or vehicular rides, or animal rides at this event?
 Yes No

*If yes, please describe: _____

What is the name of the vendor or vendors providing the rides? N/A

***Please Note** - If carnival rides are to be present, the rides must be inspected by a state inspector, city electrical inspector, and fire inspector 48 hours prior to the rides opening.

Are you providing to us a copy of the ride vendor's Certificate of Liability and Workers' Compensation Insurance with this application? Yes No *NT*

***Please Note** - An original Certificate of Liability and Workers' Compensation Insurance is required for any and all rides. Ensure that the Certificate is for this specific event, has the proper dates, and names the City of Dania Beach as an Additional Insured. No event will be approved without this insurance.

*Will recreational vehicles be used for temporary overnight housing? Yes No

***Please Note** - Indicate the locations of these on the site plan.

*Will there be any use of pyrotechnics or fireworks displays at this event? Yes No

***Please Note** - Pyrotechnics fireworks displays require special applications, permits and inspections as well as an original Certificate of Liability and Workers' Compensation Insurance. In addition, a Fire Inspector will be required to be present during set-up and displays. This expense will be passed on to the event. (BSO or Fire Details may be required - refer to page 6)

*Will there be use of any Grandstands or Bleachers for seating at this event? Yes No

***Please Note** - Bleachers and Grandstands may have to meet special safety code requirements. Locations must be indicated on the site plan. Plumbing permit is required for portable toilets.

*Are portable, ADA compliant sanitary facilities being provided for this event? Yes No *WA*

If so, How many? N/A

***Please Note** - Provide the locations of all sanitary facilities on the site plan.

*Is there a request for any temporary signage for this event? Yes No

***Please Note** - Any questions regarding temporary signage should be directed to City Code Compliance, (954)924-6810.

Are there any services being requested from the City of Dania Beach? Yes No

If yes, please explain: Police-street closures

Please list any other conditions, terms or relevant information related to this event that may be of interest to the City:

Ann Page, President
Friends of the Dania Beach Paul DeMaio Library

1 Park Avenue East
Dania Beach, FL 33004
Ph: 954 923.3645

e-mail: Page5553@bellsouth.net

September 26, 2012

Mark Felicity
Director
Parks and Recreation
City of Dania Beach
Dania Beach, FL 33004

Re: 2nd Annual Walk for the Dania Beach Paul DeMaio Library

Dear Mr. Felicity:

I respectfully request permission to hold the 2nd Annual Walk for the Dania Beach Paul DeMaio Library on Saturday, January 26, 2013.

We anticipate our walk will replicate the walk we did last year with the addition of more participants!

This is our proposed schedule:

8 – 9 a.m. registration

9 – 10 a.m. WALK

10:30 – 11:30 – Continental breakfast served at the library (no cooking will be involved.)

Noon – 4 p.m. continuous programs for children at the library

I realize this is also the date of the Antique Motorcycle Show at Frost Park, which begins at 10 a.m. I am hoping this does not create a conflict of interest. Last year we had award-winning motorcycles as the Grand Marshalls of our Walk and we would like to involve them again this year. They were a wonderful addition. I think our Walk can only compliment the Antique Motorcycle event, but we, of course will defer to your decision.

Thank you for being a wonderful friend of the library.

Sincerely,



Ann Page, President, Friends of the Dania Beach Paul DeMaio Library

p.s. I have attached our non-profit status & our articles of incorporation paperwork

FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS



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Annual Report Online Filing

Document Number N11000001965

Thank you for filing your Annual Report online. Your report filed date will be today's date if there are no processing errors.

Your confirmation number is 300217602743.

Your charge amount is \$61.25.

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State of Florida, Department of State

**Electronic Articles of Incorporation
For**

N11000001965
FILED
February 24, 2011
Sec. Of State
vingram

THE FRIENDS OF THE DANIA BEACH PAUL DEMAI0 LIBRARY
INC.

The undersigned incorporator, for the purpose of forming a Florida not-for-profit corporation, hereby adopts the following Articles of Incorporation:

Article I

The name of the corporation is:

THE FRIENDS OF THE DANIA BEACH PAUL DEMAI0 LIBRARY
INC.

Article II

The principal place of business address:

1 PARK AVENUE EAST
DANIA BEACH, FL. 33004

The mailing address of the corporation is:

1 PARK AVENUE EAST
DANIA BEACH, FL. 33004

Article III

The specific purpose for which this corporation is organized is:

THE FRIENDS OF THE DANIA BEACH PAUL DEMAI0 LIBRARY IS A
□□□□□□□□ VOLUNTEER ORGANIZATION. WE PROVIDE IMPORTANT
SUPPORT TO □□□□□□□□ THE DANIA BEACH PAUL DEMAI0 LIBRARY
THROUGH ADVOCACY, FUND □□□□□□□□ RAISING AND SPONSORSHIP OF
SPECIAL PROGRAMS.

Article IV

The manner in which directors are elected or appointed is:

AS PROVIDED FOR IN THE BYLAWS.

Article V

The name and Florida street address of the registered agent is:

ANN H PAGE
38 SW 5TH STREET
DANIA BEACH, FL. 33004

I certify that I am familiar with and accept the responsibilities of
registered agent.

Registered Agent Signature: ANN PAGE

Article VI

The name and address of the incorporator is:

CLAIRE J SATIN
600 NE 2 ST

DANIA BEACH, FL 33004

Electronic Signature of Incorporator: CLAIRE J SATIN

I am the incorporator submitting these Articles of Incorporation and affirm that the facts stated herein are true. I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of this corporation and every year thereafter to maintain "active" status.

Article VII

The initial officer(s) and/or director(s) of the corporation is/are:

Title: P
CLAIRE J SATIN
600 NE 2 ST
DANIA BEACH, FL. 33004

Title: VP
PAGE H ANN
38 SW 5 ST
DANIA BEACH, FL. 33004

Title: TR
MURIEL M COTE
415 SE 11 TERRACE #107
DANIA BEACH, FL. 33004

Title: S
KIM C FORD
22 SW 5 AVE
DANIA BEACH, FL. 33004

Article VIII

The effective date for this corporation shall be:

02/18/2011

Certificate of Status

I certify from the records of this office that THE FRIENDS OF THE DANIA BEACH PAUL DEMAIO LIBRARY INC. is a corporation organized under the laws of the State of Florida, filed electronically on February 24, 2011, effective February 18, 2011.

The document number of this corporation is N11000001965.

I further certify that said corporation has paid all fees due this office through December 31, 2011, and its status is active.

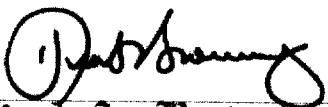
I further certify that said corporation has not filed Articles of Dissolution.

I further certify that this is an electronically transmitted certificate authorized by section 15.16, Florida Statutes, and authenticated by the code noted below.

Authentication Code: 110228105126-000195053610#1

Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this the
Twenty Eighth day of February, 2011




Kurt S. Browning
Secretary of State

Certified Copy

I certify the attached is a true and correct copy of the Articles of Incorporation of THE FRIENDS OF THE DANIA BEACH PAUL DEMAIO LIBRARY INC., a Florida corporation, filed electronically on February 24, 2011 effective February 18, 2011, as shown by the records of this office.

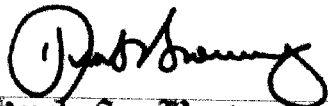
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Kurt S. Browning
Secretary of State