

To: Mayor and Board of Commissioners
From: Tom Funcheon, Public Works Director
Date: February 7, 2012
Re: Special Event – First Church of Christ, Scientist
Christian Science Talk
April 28, 2012

Recommendation:

That the Mayor and Board of Commissioners approve the First Church of Christ, Scientist special event application for the “Christian Science Talk” on Saturday, April 28, 2012, at Craig Park.

Background:

This new event has been approved by the Special Events Review Committee.

The hours of the event will be from 11:00 a.m. to noon. This one hour event will be an information talk.

All set-up and clean-up will be the event sponsor’s responsibility.

Approval of this event authorizes the sponsor/user the use of City property for said special event with the understanding that they must operate and carry out the needs and functions of the event within the confines and requirements established and approved by the Special Events Committee, the B.O.C and the sponsor’s application on record.



City of Tarpon Springs
Special Events Application

Event Information:

Date of Application: 11/28/11
Name of Event: Christian Science talk (title TBA)
Date(s) of Event: Saturday, April 28, 2012
Alternate Date(s): ~~Saturday, April~~ May 5, 2012
Hours of Event: 11am - 12pm
Set up/break down time needed: 1 hour setup, 1 hour break down
Location of Event: Craig Puka Bandshell
Request for the following street closures: 0
Type/Purpose of Event: informational
Event Course: (for running event, parade etc.): n/a
Assembly & Disband Location: n/a
How will profits of Event be used: no profits - no charge

Applicant Information:

Name of Organization: First Church of Christ, Scientist, Tarpon Springs
Registered Nonprofit Org.: Yes No
Organizations Address: 46 W. Martin Luther King, Jr. Dr., TS, FL 34689-3066
Individual to Contact: Lisa Malamatos Benite (Telephone #) 505-1378 (email) missiontohearts@yahoo.com
Alternative Contact: _____ (Telephone #) _____ (email)

General Information:

Number of: Participants: 10 - speakers Observers: _____ Vehicles Participating: _____
If Parade # of: Participants: n/a Vehicles: _____ Animals: _____ Floats: _____ Bands: _____ Other: _____
Location for Designated Parking: _____ Entrance Fee: \$ 0
List of Vendors (other than food/beverage): n/a
Type & Location of Toilet Facilities: _____
Will Music be Provided: Yes No Hours of Play: _____ Type of Loudspeakers/Bands/Other: _____
Tent or Other Structure: Yes No Type of Structure: _____
How will Structure be Secured: _____ Permit #: _____
Solid Waste Collection/Disposal: Yes No How: _____
Will Private Security be Provided: Yes No Name of Private Company: _____
Will the following be Provided: Traffic Control: Yes No Crowd Control: Yes No

Are Street Banners to be Used: Yes No Description/Location of Banners: _____
Will Food/Beverages be Served: Yes No Cooked on Site: Catered: Sold: Given Away
Will Alcoholic Beverages be Served: Yes No Type of Alcoholic Beverages to be Served: _____
List Names of All Food/Beverage Vendors, are they are Licensed by City and License Number: n/a

Has the Division of Hotels & Restaurants Approved Food/Beverages Preparation & Distribution: Yes No
Amusement/Carnival Rides: Yes No Name of Company Providing Rides: _____
Types of Rides: _____ Is Diagram of Layout Attached: Yes No
Will Prizes be Given: Yes No Type of Prizes: _____
What are the provisions for clean-up: _____

Equipment (please check if needed):

Barricades How many: _____
Cones How many: _____
Portable Stage Portable Stage with Sides (Contact the Parks Supervisor to make arrangements)
Electricity Needed: Where: Stage for microphone system

Is a check made payable to the City of Tarpon Springs for the Application Fee & Deposit Attached: Yes No
If not, when will it be sent: next week

Is the Certificate of Insurance Attached: Yes No
If not, when will it be sent: next week

I (we) agree that it is my (our) responsibility to cleanup after the conclusion of the special event: Yes No

I agree to provide a report within four (4) weeks subsequent to the event, containing the number of participants and other data included on the application: Yes No

I (we) agree to provide the application, deposit and certificate of insurance. I (we) have read and completed this application and it is true and correct to the best of my (our) knowledge; I (we) have read the general instructions for this application and the City of Tarpon Springs Ordinance #88-25 and agree to conform with the provisions as set forth therein. I (we) understand that knowingly providing false information on the application shall automatically void the application and cancel the event.

[Signature]
Signature of Applicant

11/28/11
Date