

TOWN OF PALM BEACH

Office of the Town Clerk

PERMIT FEE
\$250.00

APPLICATION FOR SPECIAL EVENT PERMIT

Application is due in the Town Clerk's office not less than 30 days nor more than 90 days before the event date.

APPLICANT INFORMATION			
Name:	Kenneth R. Kennerly		
Address:	18559 SE Palm Island Lane Jupiter, FL 33458	E-mail:	kk@k2sportsventures.com
Phone Number:	() -	Cell Number:	(561) 758 - 3582

ORGANIZATION INFORMATION			
Name:	Palm Beaches Marathon, LLC / Palm Beach Roadrunners, Inc.		
Address:	3300 PGA Blvd. Suite # 800 Palm Beach Gardens, FL 33410	E-mail:	kk@k2sportsventures.com
Phone Number:	(561) 758 - 3582	Cell Number:	(561) 758 - 3582

CONTACT INFORMATION			
Name:	John Belden, Operations Director		
Address:	401 N. Flagler Drive West Palm Beach, FL 33401	E-mail:	jcbelden@gmail.com
Phone Number:	(561) 762 - 1916	Cell Number:	(561) 762 - 1916

EVENT INFORMATION			
Name:	FITTEAM Palm Beaches Marathon		
Address/ Location:	3300 PGA Blvd. Ste #800, Palm Beach Gardens, FL 33410		
Day and Date	Sunday, December 2, 2018	Hours - 3 hour limit including assembly	5:00 - 7:30AM
Purpose:	FITTEAM Palm Beaches Marathon		
Provide a detailed description of activities – include maps, pictures, and illustrations - Note: no amplified music:			
Road race. Please see attached proposal letter, course map, and time estimates.			
Approximate number of participants:	2,500	Approximate number of spectators:	0

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TRAFFIC/PARKING INFORMATION

Will support facilities or services such as traffic control and crowd control be needed? If yes, please specify:
A limited number of extra-duty police officers will be stationed at key intersections.
No crowd control needed.

List the different forms of transportation to be used by participants:
Race participants will be running on foot or be using handcycles/wheelchairs.

Where will event attendees park? **(Note: Royal Poinciana Plaza parking is not permitted.)**
City of West Palm Beach.

Provide a reasonable estimate of parking volume generated by the event and the type of parking that will be used:
None.

Note: Temporary valet services require a separate permit unless the location of the special event possesses a current Town annual valet parking services permit. Failure to secure a temporary valet services permit may result in a fine and or shut down of the non-permitted valet services (www.townofpalmbeach.com) (On the Home page, click on "Doing Business", then go to "Permits and Licenses".)

STRUCTURE/TENT INFORMATION

Will a temporary structure/tent be used? If yes, provide the size (**a separate permit is required in the Planning, Zoning, and Building Department for tents/stages**):

N/A

INSURANCE INFORMATION

Name of Applicant's Insurance Company:	Philadelphia Indemnity Insurance Company		
Address:	1 Bala Plaza Suite #100 Bala Cynwyd, PA 19004	Phone Number:	(610) 617 - 7900

Please attach a Certificate of Insurance naming the Town of Palm Beach as an additional insured under your General Liability policy with limits not less than \$1,000,000.00 per occurrence. There shall also be a 30-day notice of cancellation. **Confirm that the event name, location, and date is added in the Description of Operations box at the bottom of the form.** Y / N

CLEANUP INFORMATION

Outline provisions for immediate cleanup after Special Event:
Traffic cones, barricades, and any disposed trash will be removed as runners clear the course.
The last runner should be off the island by 7AM.

PAYMENT INFORMATION

An application fee of \$250.00, **made payable to the Town of Palm Beach**, is required at the time the application is submitted.

For office use only:

Date payment received:		Cash	Check No.	Credit Card
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APPLICATION FOR SPECIAL EVENT PERMIT

REGULATIONS

The following regulations apply to all Special Events held within the Town as per the attached Section 106.257 of the Town Code of Ordinances:

1. There shall be no more than one Special Event held at the location requested on any given day, without priority for any particular date, to be granted to the first person to submit a completed application designating that day.
2. The maximum total duration of each Special Event and the assembly thereof shall be three hours.
3. Any signs, props, or displays used in conjunction with the Special Event must be removed immediately after the time permitted for the Special Event has expired.
4. The use of banners, flags (other than flags of official governmental bodies), streamers, balloons, or any similar devices, in connection with the event, shall be prohibited.
5. The use of decorated vehicles and trailers in connection with the event is prohibited.
6. The granting of a Special Event Permit under this article shall not require the complete blockading of streets or intersections to vehicular traffic, and the Town shall be empowered to apportion such streets and intersections for simultaneous use by Special Event participants and vehicular and pedestrian traffic.
7. The concentration of persons and/or vehicles at the Special Event will not interfere unduly with proper fire and police protection of, or ambulance service to areas contiguous to the assembly area or other areas of Town.
8. There are sufficient parking places near the site of the Special Event to accommodate the approximate number of automobiles reasonably expected to be driven to the Special Event.
9. The event is not otherwise in violation of ordinances or regulations of the Town, state, or federal law.

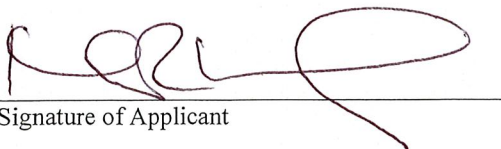
APPLICANT AGREEMENT

The applicant from page 1 by endorsement, agrees to the following statement:

I have read the provisions of the Town Code of Ordinances relating to the regulation of Special Events on public property and agree to abide by all provisions set forth therein including the requirement that the Special Event chairperson or other person heading or leading such Special Event shall carry the Special Event Permit upon his/her person during the conduct of the Special Event and shall present at the Special Event.

Any person determined to be in violation of the provisions of the Town Code regulating Special Events on public property, not relating to revocation of the permit, where such a violation also constitutes violation of any law or regulation of the State, such violation shall be punished in the same manner and with the same limits as is provided by law or regulation, it shall be punished by a fine of not more than \$500.00 or a term of imprisonment not in excess of 60 days, or both such fine and imprisonment, in discretion of the court.

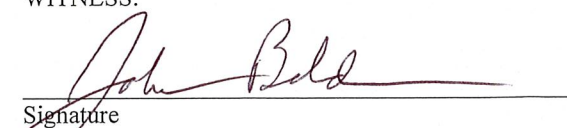
WITNESS:



Signature of Applicant

Kenneth R. Kennedy

Print Name



Signature

John Belden

Print Name