

West Villages Improvement District Event Permit Request

www.westvillagesid.org

Applicant Information

Contact Name: _____

Email: _____

Anticipated Number of Attendance _____

Telephone _____

Description of Event

Event Title: _____

Location: _____

Date of Event: _____

Event Hours: _____

Rain Date: _____

Applicant Event organizers wishing to hold a special event within the West Villages Improvement District (The “District”) must obtain a special event permit. To obtain a permit, the following documents are required:

1. Completed Event Application, including application fee of \$250, payable to West Villages Improvement District 19503 S. West Villages Parkway #A3 Venice, Florida 34293

2. General Liability Insurance

3. Copy of City of North Port or Sarasota County Special Event Application approval and consent of the applicable Law Enforcement Agency having jurisdiction for any requested roadway closures

4. A map, no larger than 8-1/2” X 14”, showing the location – including the beginning and ending of the road closure and/or streets that are being blocked off

5. Maintenance of Traffic Plan

6. The request must be submitted to the District in letter form on official letterhead as an attachment to an email

- Approval is only for roads included in District. All other locations will require approval, as necessary, from the maintaining agency or owner.

- Permit applications shall be filled out completely and received by the District:

- A **minimum of ninety (90) working days** in advance of any event

- If application is not filled out completely and all attachments are not included, it will be rejected.

INSURANCE/LIABILITY REQUIREMENTS

Permit event holders, and its contractor(s), if applicable shall require all participants to execute a liability waiver agreeing to indemnify and hold harmless the District from any and all rights, claims, demands, losses, damages, expenses, costs, and actions (including reasonable attorneys' fees) relative to the participant or his or her property as a result of the Event.

Event holders, and its contractor(s), if applicable, shall use all due care to protect the Property from damage and agrees to repair, and/or to require its contractor(s) to repair, any damage to the Property resulting from the Event within twenty-four (24) hours of same. Event holders and its contractor(s), if applicable, shall further clean up all trash and debris relative to the Event within twenty-four (24) hours of same.

To the extent allowed by law, Event Holders shall indemnify and hold harmless West Villages Improvement District and its supervisors, staff, and consultants from and against any and all liability for any and all personal injury, wrongful death, or property damage, including attorney's fees, arising out of or resulting from use of the Property relative to the Event in the event such liability, loss, or damage results from any negligence by Event Holders, its contractors, agents, or employees.

a. Additionally, Event Holders shall carry and maintain, at its sole cost and expense, the following types of insurance, which shall provide coverage on an occurrence basis, with respect to the Property, in the amounts specified and in the form hereinafter provided for: Commercial General Liability Insurance. Commercial general liability insurance covering claims arising from bodily injury and property damage with minimum limits of \$1,000,000.00 per occurrence and \$2,000,000.00 general aggregate and insuring against legal liability of the insured with respect to the Property or arising out of the maintenance, use, or occupancy thereof. The liability policy also shall cover, but not be limited to, host liability coverage and other contractual liabilities of Event Holder arising from the Event and this Agreement.

b. Excess Liability Insurance. Licensee shall also carry and maintain umbrella liability insurance with a limit of not less than \$1,000,000.00 per occurrence.

c. Certificate of Insurance. A certificate of insurance naming the District, its supervisors, staff and consultants as an additional insured in connection with Event Holders general liability is attached and incorporated hereto as **Exhibit "A"**.

Nothing herein shall be construed as a waiver by the District of its sovereign immunity granted by section 768.28, *Florida Statutes*

Signature of Applicant: _____ Title: _____ Date: _____

Signature of Approval: _____ Title: _____ Date: _____

