

Special Activity Permit Application

104 N. Riverside Drive Edgewater, FL 32132 Planning@cityofedgewater.org 386-424-2400 ext. 1502

Fee: \$100.00/day (Under 2,000 attendees) \$200/day (Over 2,000 attendees)

Case No.	
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Required Documents

- 1. Site Plan reflecting the location and number of vendors, parking layout, and sanitary facilities.
- 2. Bond or an insurance policy to protect City from liability in form and substance acceptable to City of at least \$500,000 if no on-site alcohol consumption is proposed and \$1,000,000 if on-site alcohol consumption is permitted and/or pyrotechnics are proposed.
- 3. **Activities with expected attendance over 2,000 only** Names and mailing addresses of property owners within 500-feet of the event site, as obtained from the Volusia County Property Appraisers Office. Note: Names and addresses printed from the Property Appraisers website will not be accepted. Excel format required if submitting electronically.
- 4. Non-Profit and/or Charitable Organizations Tax Exempt Certificate or proof of 501c3 status.

Applicant Information (MUST BE A PE	RSON)				
Name	Phone	Email			
Street Address	City		State	Zip	
Sponsor Information					
Name	Phone	Email			
Street Address	City		State	Zip	
Event Information					
Name	Street Address/location		D	rate(s)	
Hours of operation	Set up/tear down dates		Expe	Expected Attendance	
Description of Event					
Outside music/amplification ☐ Yes ☐ No Vendors ☐ Yes ☐ No # Ty		☐ Soft Drinks	s □Arts/	Crafts □Other	
Which of the following will be used: □ Water □ Booth □ Tempo □ Electricity □ Banner □ Firewood		oorary Tents sement Rides		Canopy Barricades	
☐ Portable Restroom # ☐ Trash O	Cans # Other (spec	ify)			
City services requested \square Yes \square No					
Туре	Dates		Times		
Type	Dates		Times		

Road closures requested Yes All streets closed for an event n	□ No nust be reopened within 30-minutes of the e	end of each day of the event.
Street Name	Dates	Times
Street Name	Dates	Times
Disclaimer and Signature		
	leted in its entirety and submitted to the Pl expected attendance over 2,000 or 21-days	lanning Department at least 60-days in s in advance of the activity with an expected
Incomplete applications will be	returned to the applicant and may delay o	approval.
	nents contained in Section 21-37 (Special Act r 10, Article III (Noise) of the City of Edgev	
of the City Code. If valid noise	ated with this event, I agree to monitor the s complaints are received, I agree to reduce noise does not control citizens' complaints,	
	ally responsible for all additional services putilities, code enforcement, law enforceme	provided by the City which may include, but nt, etc.
I have read and agree to the ter	ms and conditions set forth in this applicati	ion.
Applicant Signature	Date	
Notarized Authorization of O	wner (To be completed if applicant is not p	property owner)
I/we_	as the sole or joint fee simple title hol	lder(s) of the property described as (address or
parcel number)	authorize	to act as my agent to seek
,		to dot as my agent to seek
a Special Activity Permit at the abo	ove referenced property.	
Owner's Signature	Owner's S	Signature
Owner's Signature	Owner's 3	ngnature
STATE OF FLORIDA COUNTY OF VOLUSIA		
The foregoing instrument was a	cknowledged before me by means of □ phy	ysical presence or □ online notarization, this
day of	, 20 , by	·
		SEAL
NOTARY PUBLIC (Signature of Notary Public - S	State of Florida)	SLAL

Personally Known OR Produced Identification Type of Identification Produced

Vendor Information (attach copy of applicable state and local licenses)

Business Name	Phone	Email			
Street Address	City		State	Zip	
Owner Name	Type of Business				
Business Name	Phone	Email			
Street Address	City		State	Zip	
Owner Name	Type of Business				
Business Name	Phone	Email			
Street Address	City		State	Zip	
Owner Name	Type of Business				
Business Name	Phone	Email			
Street Address	City		State	Zip	
Owner Name	Type of Business				
Business Name	Phone	Email			
Street Address	City		State	Zip	
Owner Name	Type of Business				