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## Application Overview

<b>Aug 24, 2016</b> (start date)	<b>5d 7h</b> (time elapsed)	<b>N/A</b> (allowed time)	<b>N/A</b> (time remaining)
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**OVERVIEW**      **18A - Special Events Permit**

View # 2769      ID # SPEC9795281

Pre - Warning    Over - Warning    Based on Calendar Days

Amount Due: 100.00














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Client		Permit		Fees	Rcpt
name	Sara Howard	start date	Oct 22, 2016	* Processing Fee: 101 - 500 (no alcohol)	\$ 100.00
physical address	1411 K Street NW Suite 800 Washington, DC 20005	end date		<b>total fees</b>	\$ 100.00
mailing address	1411 K Street NW Suite 800 Washington, DC 20005	Expires: No Standard End Date Renewal: None		There have been no payments.	
phone	(202) 742-5928	Council District	Miles for Melanoma Orlando is a 5k run/walk produced by and benefiting the Melanoma Research Foundation.	<b>amount due</b>	\$ 100.00
fax	(202) 347-9678	Describe Event		<i>e-</i> <i>8/29/16</i>	
mobile	(202) 997-9452	Details: Aerials	No		
email	showard@melanoma.org	Details: Aerials Type	N/A		
Organization: Sponsor	Melanoma Research Foundation	Details: Alcohol Served	No		
Organization: Type	Not for Profit	Details: Alcohol Type	None		
Organization: Phone	22-997-9452	Details: City Park	Yes		
Organization: Head	Sara Howard	Details: City Park Facility	Blue Jacket Park		
Organization: Address	1411 K Street NW, Suite 800, Washin	Details: Clean-up street/sidewalk	Coordinating clean up with the Parks Department		
Organization: Billing	Sara Howard	Details: Clean-up Trash	Coordinating clean up with the Parks Department		
Organization: 501 (c)(3)	Yes	Details: Closure	No		
Organization: Federal Tax ID#	76-0514428	Details: Street Closure	N/A		
		Details: Entrance Fee	Yes		
		Details: Entrance Fee Type	\$0 walkers \$30 runners		
		Details: Food Service	Yes		
		Details: Food Type	Pre-packaged breakfast foods (granola bars) and water		
		Details: Pyrotechnics	No		
		Details: Pyrotechnics Type			
		Details: Signs or			

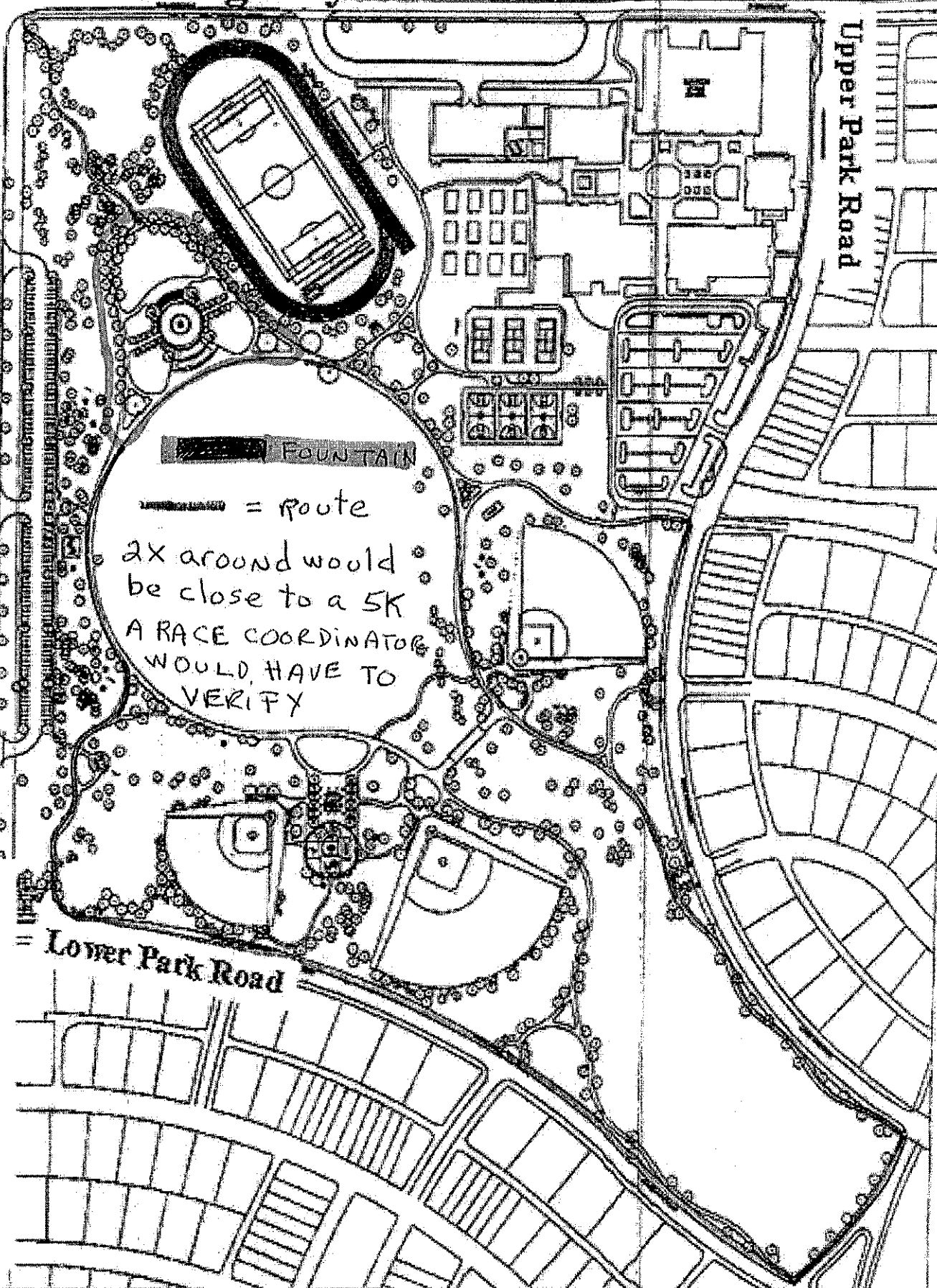
Runners	Yes
Details: Signs or Banners Type	Directional signage and sponsor thank yous
Details: Sound	Yes
Sound Details	We plan to have a DJ
Details: Tent, Stage, Structure	Yes
Details: Tent/Stage/Structure Type	Kirby Rentals is providing 7 10x10 canopy/pop up tents
Event: (1) Set-up	10/22/2016 @ 6:00am
Event: (2) Start Date	10/22/2016 @ 7:30am
Event: (3) End	10/22/2016 @ 9:30am
Event: (4) Breakdown	10/22/2016 @ 10:00am
Event: Estimated Participants	200
Event: Estimated Spectators	0
Event: Location	Blue Jacket Park - start/finish site will be near the fountain and the course will be inside the park
Event: Name	Miles for Melanoma Orlando
Parade: Conducted	No
Parade: Animals	
Parade: Closure	
Parade: Marshalling	@
Parade: Dispersal	@
Parade: People	
Parade: Total Units	
Parade: Vehicles	

**Items Needed**

 <b>Driver's License or Other Photo ID</b> ▶ S.Howard License.jpg	
 <b>Miscellaneous Documents</b> ▶ Item Missing	
 <b>Site Plan / Route - 1</b> ▶ Fountain Area - 5K route.pdf	
 <b>Site Plan / Route - 2</b> ▶ Item Missing	
 <b>Street Closure Form</b> ▶ Item Missing	
 <b>501c3 Documentation</b> ▶ IRS Tax Exemption Letter.pdf	
 <b>Insurance: General Liability</b> ▶ City of Orlando - AI Certificate for Walk - 08.03.2016.pdf	
 <b>Insurance: Liquor Liability</b> ▶ Item Missing	
	

# Glenridge Wy

Upper Park Road



FOUNTAIN

Route

2X around would be close to a 5K  
A RACE COORDINATOR WOULD HAVE TO VERIFY

Lower Park Road

General Rees Rd

# BLUE JACKET PARK