



City of Chipley

CITY HALL
1442 Jackson Avenue
P.O. Box 1007
Chipley, Florida 32428
(850) 638-6350 Fax: (850) 638-6353



Special Event Application

Name/Organization: Panhandle Watermelon Festival

Address: Post Office Box 550, Chipley FL 32428

Contact person: Lora Fisher Phone: 850-527-8256 Fax: _____

E-mail: lorafisher15@yahoo.com

Type of Event: Festival Parade 10:00 am June 21, 2025

Purpose of Event: To provide the community with a free concert, parade, car show and other free activities on June 21 & 22, 2025.

Location of Event: Jim Trawick Park/Ag Center _____ Indoors/Outdoors

Date(s) & Time(s) of Event: June 20 & 21, 2025

Amount of Liability Insurance: Yes \$1,000,000 (attach copy of policy)

Concert Yes/No If yes, What type of music? Yes / Country

Will food and nonalcoholic beverages be sold? Yes

Will fireworks be displayed? Yes ☒ No ☐ If yes, provide name, license number and pyrotechnic plan to be approved by Fire Chief.

Will amusement rides be available? No

Number of participants anticipated per day: 1800

Are security and/or medical services provided? Yes

Applicant Signature: Lora Fisher Date: 4/3/2025

Approved { } Denied { }

Mayor's Signature: _____ Date: _____

RELEASE AND HOLD HARMLESS AGREEMENT

FOR THE SOLE CONSIDERATION OF the City of Chipley granting permission for the undersigned to conduct a Parade June 21, 2025 upon street(s) as provided for in it's letter of request, the undersigned agrees to indemnify and hold harmless the City of Chipley, it's successors, agents and assigns and all other persons, firms or corporations, from any and all claims, demands, damages, actions, causes of actions or suits of any kind or nature whatsoever, and particularly on account of all injuries, both to person and property, which may result from the use of the street(s) as described above, and releases forever discharges the City of Chipley, for any such Claims.

Undersigned hereby declares that the terms of this agreement and lease have been completely read and are fully understood and voluntarily accepted.

IN WITNESS WHEREOF, the undersigned has executed this release, this 3rd day of April, 2025.

FIRM OR

ORGANIZATION: Panhandle Watermelon Festival

Lora Fisher

Signature

Lora Fisher

Print Name

JoAnn Hayes

Witness

JoAnn Hayes

Witness

Miranda Bernham

Print Name

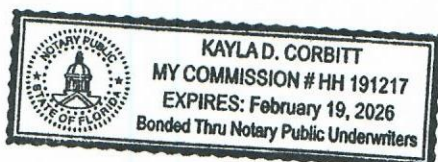
Miranda Bernham

Print Name

STATE OF FLORIDA
COUNTY OF WASHINGTON

The foregoing instrument was acknowledged before me by Lora Fisher, who is personally known to me or who produced _____ as identification, and who executed the foregoing instrument and acknowledge before me that he/she executed the same freely and voluntarily and for purposes expressed therein.

Witness my hand and seal in the County and State last aforesaid this 3rd day of April, 2025.



Kayla D Corbitt
Notary Public



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Request for Temporary Closure of City Road/Sidewalk/Alleyway

Name of Organization: Panhandle Watermelon Festival		Person in Charge: Colby Peel		Date: 4-3-2025
Address of Organization: P.O. Box 550 Chipley FL 32428			Telephone Number: 850-258-6290	
Title of Event: Panhandle Watermelon Festival Parade				
Date of Event: 4/21/2025	Starting Time of Event: 10:00 AM	Duration of Event: 1 hour	Actual Closing Time (Set up of barriers, Etc.) 9:30 - 11:00	
Proposed Parade Route or Road/Sidewalk/Alleyway Closure (Include Exact Road Names and Map of Route): 				
This section is to be completed when closure is for special event filming.				
Liability Insurance Carrier:		Policy Effective Date:		
Coverage Amount:		(\$1,000,000 Minimum)		
Length of Coverage:		Days		
Licenses Pyrotechnics Operator:				
License Number:				
Approval of Local Fire Department:				
Federal Aviation Administration Approval for Low Flying Filming:				
Additional Liability Insurance Amount:				
PLEASE DO NOT WRITE BELOW THIS LINE				
Detour Route (Include Exact Road Names and Map of Detour Route): 				
Name of Department Responsible for Traffic Control (City Police Department, Sheriff's Department, Highway Patrol): Chipley City Police Department				
Special Conditions: Use this route only!				
Name of Police Chief: Michael Richter		Signature of Police Chief:		Date Signed:
Name and Title of City Official: Patrice Tanner, City Administrator		Signature of City Official:		Date Signed: