



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: Washington County Chamber of Commerce

Address: 672 5th Street Chipley, FL 32428

Contact person: Leah Pettis Phone: 850-638-4157 Fax: _____

E-mail: director@washcomall.com

Type of Event: Outdoor Music Festival

Purpose of Event: To bring people to the Downtown Chipley area. To allow the citizens and guests to enjoy live music, craft beer, and shop at our local merchants enjoy the food vendors and take in the atmosphere of our beautiful city.

Location of Event: Outdoors on the Green Space by Train Station - 674 7th Street Indoors/Outdoors

Date(s) & Time(s) of Event: Saturday, October, 19, 2024

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

Concert Yes/No If yes, What type of music? Tes/ Blues Music

Will food and nonalcoholic beverages be sold? Yes and Alcohol will be sold.

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: 500 +

Are security and/or medical services provided? We will work closely with the City Police

Applicant Signature: Leah Pettis Date: 8/7/24 Music

Approved { } Denied { }

Mayor's Signature: _____ Date: _____



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Request for Temporary Closure of City Road/Sidewalk/Alleyway

Name of Organization: Washington County Chamber of Commerce		Person in Charge: Leah Pettis		Date: 8/7/24
Address of Organization 672 5th Street, Chipley, FL			Telephone Number: 850-638-4157	
Title of Event: Blues and Brews				
Date of Event: 8.7.24	Starting Time of Event: 2:00 PM	Duration of Event: 7 hours	Actual Closing Time (Set up of barriers, Etc.) Noon	
Proposed Parade Route or Road/Sidewalk/Alleyway Closure (Include Exact Road Names and Map of Route): Requesting that the roads around the Washington County Historical Society be closed to vehicular traffic as there will be many pedestrians in the area that day. From East Jackson, 7th Street to North Railroad to Martin Luther King Blvd.				
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:

RELEASE AND HOLD HARMLESS AGREEMENT

FOR THE SOLE CONSIDERATION OF the City of Chipley granting permission for the undersigned to conduct a Music & Craft Beer Festival 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 7th day of August, 20 24.

FIRM OR

ORGANIZATION: Washington County Chamber of Commerce

Leah Pettis

Signature

Leah Pettis

Print Name

Heather Lopez

Witness

Jonathan Barnett

Witness

Heather Lopez

Print Name

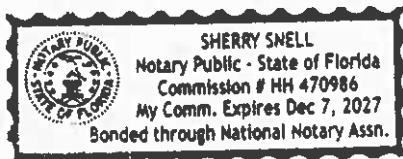
JONATHAN BARNETT

Print Name

STATE OF FLORIDA
COUNTY OF WASHINGTON

The foregoing instrument was acknowledged before me by Leah Pettis, 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 7th day of August, 20 24.



Sherry Snell

Notary Public

MLK BLVD

Loading Zone

Power Poll ●

Stage

Portable
Lavatory

Existing
Restrooms

Porta-Potty

10x10
tent -
vendor

10x10
tent -
vendor

10x10
tent -
vendor

10x10
tent -
vendor

Gazebo- I.D. check Point
and Wristband issuing for
21 and older

Beer
Vendor

Beer
Vendor

Beer
Vendor

Beer
Vendor

Beer
Vendor

N. Railroad Ave.

Food
Vendor

Food
Vendor

Food
Vendor

Food
Vendor

Red marks indicate desired road blocks.

