

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: P O Box 550 Chipley FL 32428

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

E-mail: lora.fisher15@yahoo.com

Type of Event: Festival Parade 10:00AM June 22, 2024

Purpose of Event: To provide the community with a free concert, parade, car show and other free activities on June 21 + 22, 2024

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

Date(s) & Time(s) of Event: June 21 + 22, 2024

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

Concert ☒ Yes ☐ No If yes, What type of music? 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: 1500

Are security and/or medical services provided? Yes

Applicant Signature: Lora Fisher Date: 3/27/2024

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 22, 2024 10:00 AM 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 27th day of March, 2024.

FIRM OR

ORGANIZATION: Panhandle Watermelon Festival

Lora Fisher

Signature

Lora Fisher

Print Name

Johnnie Pettis

Witness

Jennifer Cook

Witness

Johnnie Pettis

Print Name

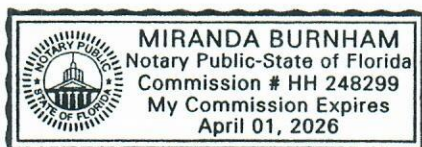
Jennifer Cook

Print Name

STATE OF FLORIDA
COUNTY OF WASHINGTON

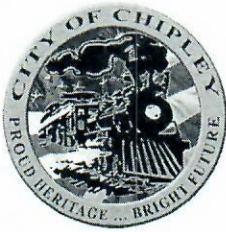
The foregoing instrument was acknowledged before me by Lora Fisher, who is personally known to me or who produced _____ as identification, and who executed the foregoing instrument and acknowledge before me that he/she executed the same freely and voluntarily and for purposes expressed therein.

Witness my hand and seal in the County and State last aforesaid this 27th day of March, 2024.



Miranda Burnham

Notary Public



City of Chipley

CITY HALL

1442 Jackson Avenue

P.O. Box 1007

Chipley, Florida 32428

(850) 638-6350 Fax: (850) 638-6353

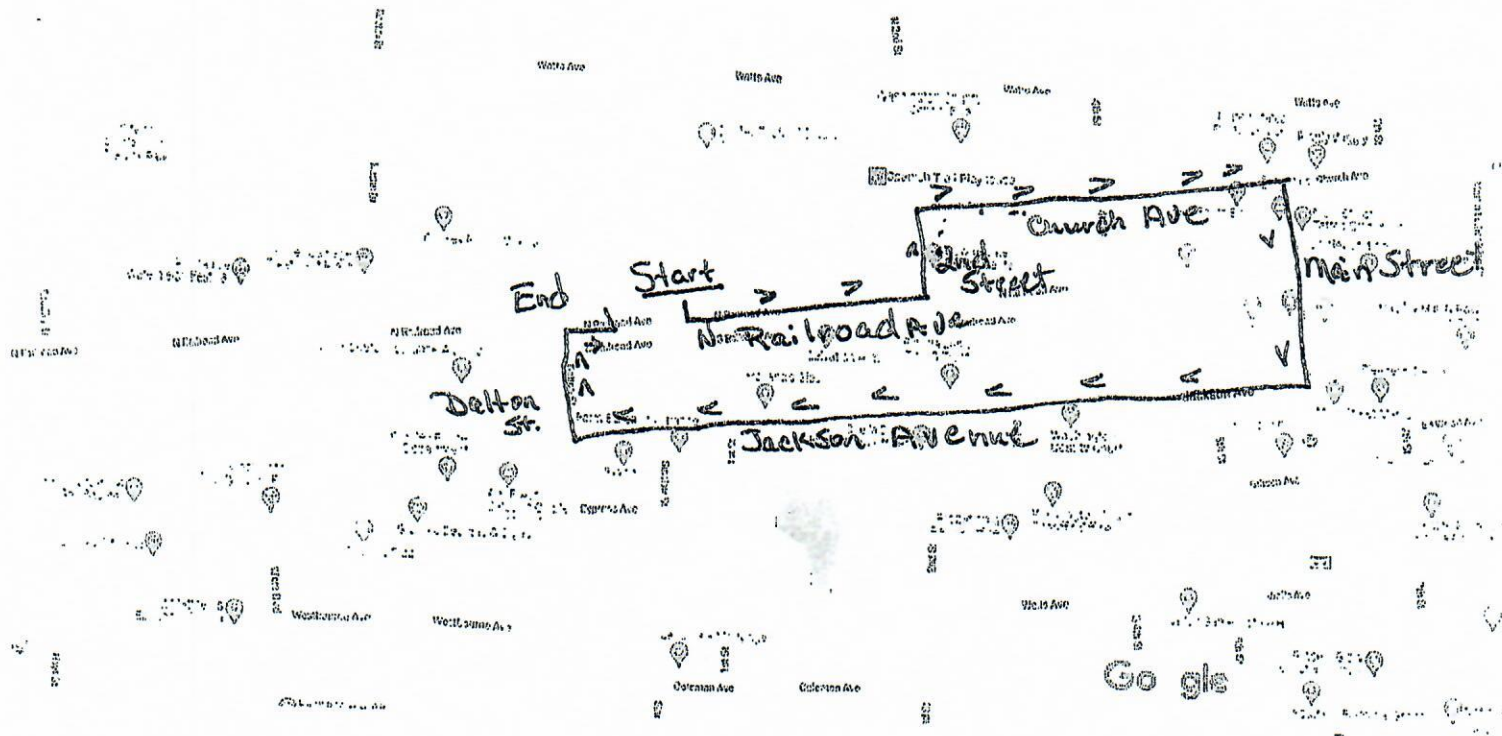


Request for Temporary Closure of City Road/Sidewalk/Alleyway

Name of Organization: Panhandle Watermelon Festival		Person in Charge: Colby Peel		Date: 3-27-24
Address of Organization: PO Box 550 Chipley FL			Telephone Number: 850-258-6290	
Title of Event: Panhandle Watermelon Festival Parade				
Date of Event: 6/22/24	Starting Time of Event: 10:00AM	Duration of Event: 1 hour	Actual Closing Time (Set up of barriers, Etc.) 9:30 - 10:30	
Proposed Parade Route or Road/Sidewalk/Alleyway Closure (Include Exact Road Names and Map of Route): See attached sheet				
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: Scott Thompson		Signature of Police Chief:		Date Signed:
Name and Title of City Official: Patrice Tanner, City Administrator		Signature of City Official:		Date Signed:

PWF Parade Route

1.31 miles



No items thrown.

10 floats **estimated**

All groups, individuals participating in parade
will have their own insurance.