



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: First Baptist Chipley		Person in Charge: Bobby Pletcher		Date: 9/23/25
Address of Organization 1300 South Blvd			Telephone Number: 850.638.1830	
Title of Event: Fall Festival				
Date of Event: 10/26/25	Starting Time of Event: 4 pm	Duration of Event: 2 hours	Actual Closing Time (Set up of barriers, Etc.) 12:30 pm	
Proposed Parade Route or Road/Sidewalk/Alleyway Closure (Include Exact Road Names and Map of Route): We would like to close 4th st from South Blvd to the beginning of the Spivey property.				
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		Signature of City Official:		Date Signed:



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Special Event Application

Name/Organization: First Baptist Chipley

Address: 1300 South Blvd

Contact person: Bobby Pletcher Phone: 850.258.7968 Fax: _____

E-mail: bobby@firstbaptistchipley.com

Type of Event: Fall Festival

Purpose of Event: To provide a free, fun event for our community

Location of Event: First Baptist Chipley-----Outdoors Indoors/Outdoors

Date(s) & Time(s) of Event: Sunday, October 26 from 4 to 6 pm

Amount of Liability Insurance: \$2,000,000.00 (attach copy of policy)

Concert Yes/No If yes, What type of music? There will be Christian music played but not a concert

Will food and nonalcoholic beverages be sold? NO

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: 1,500 -2,000

Are security and/or medical services provided? Off-duty officers will be here for security

Applicant Signature: Bobby Pletcher Date: 9/23/25

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 Fall 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 23rd day of September, 20 25.

FIRM OR
ORGANIZATION: First Baptist Chipley

[Signature]
Signature

Bobby Pletcher
Print Name

Kyndle Finch
Witness

GRIGGS
Witness

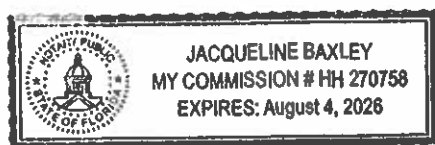
Kyndle Finch
Print Name

Michael GRIGGS
Print Name

STATE OF FLORIDA
COUNTY OF WASHINGTON

The foregoing instrument was acknowledged before me by Bobby Pletcher, 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 23 day of September, 20 25.



Jackie Baxley
Notary Public

