



DATE/TIME RECEIVED:

SN
2/8/25

**TOWN OF LAKE PARK
SPECIAL EVENTS DEPARTMENT
SPECIAL EVENT PERMIT APPLICATION**

For Events being held on Town Property, Town services may be requested for an additional fee(s). Please schedule a pre-submittal meeting with the Special Events Director at least 60 days in advance of your event by calling 561-840-0160.

This Application must be completed and submitted by the Event Organizer ("Applicant")

If this Event requires a Town facility rental, please contact our Special Events Department at 561-840-0160 regarding the completion of the Facility Usage Application PRIOR to submitting this application.

Instructions:

This completed Special Event Permit Application and all relevant attachments must be submitted to the Special Events Department not less than thirty (30) calendar days prior to the date of the proposed Event, For events being proposed wholly or partially on Town Property, the deadline to submit is sixty (60) calendar days prior to the date of the proposed Event, (45) calendar days if applying for Block Party Grant.

Application Fee Due and Payable Upon Submittal: \$100.00 (\$50.00 for individuals or Non-profit organizations). Note: Application Fees are Non-Refundable.

Non-Profit IRS Tax Identification Number (required if Applicant is a non-profit):

(If applicable)

Name of Applicant (i.e. Event Organizer):

ANDY TALASIS, CRAIG LEONOWICZ

Name of Event:

MUSIC + FOOD Festival SN
LAKE Park SEASON FESTIVAL 3/19/25

Address/Location of Event:

Kelsey Park / EAST SIDE

Are you interested in sponsorship from the Town of Lake Park? Yes ☒ No

marketing assistance
SN 2/19/25

SN 2/19/25

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*See facility rental docs for dates/times including setup/breakdown.

Dates/Times of the event (as applicable):

	Date	Day	Begin Time	End Time
Event Day 1	5/24/2025	SAT	12	() AM (X) PM 10 () AM (X) PM
Event Day 2			() AM () PM	() AM () PM
Event Day 3			() AM () PM	() AM () PM
Event Day 4			() AM () PM	() AM () PM
Event Day 5			() AM () PM	() AM () PM
Event Day 6			() AM () PM	() AM () PM

Additional Applicant Information:

Name: Craig Lemanowicz Bands Burgers & Brews LLC

Address: 1401 Old Dixie Highway, Suite 105

State/Zip Lake Park, FL 33403

CONTACT PHONE: (561) 420-9819

Alternate Phone # _____

Fax: _____

E-mail: Sales @ Tropically Inspired, Com
tropicalpropertyservices@gmail.com

Description and Purpose of the Event

A MUSIC & SEAFOOD FESTIVAL, WITH VENDORS
% OF PROCEEDS TO LITTLE SMILES, HONORING
VETERANS & SCHOLARSHIP W/ TYLER CANNARIE

Estimated number of participants? 900-1200 ~~800~~ SN 4/14/25 **not with us*

Has this event ever occurred in the Town of Lake Park? Yes ☒ No ☐

Has this site had a Special Event Permit this calendar year? Yes ☐ No ☒

Will there be an admission fee for the Event? If yes, how much? Yes ☒ (\$) No ☐
25 @ or 20/4 50/60 VIP.

****THE FOLLOWING SECTIONS MAY NOT APPLY TO
NON-COMMERCIAL EVENTS****

Will your event require road closure?

Yes ☒

No ☐

SN
4/14/25

No longer closing the road

If YES, describe the requested street segment closure and time and provide a Traffic Circulation Plan prepared by a Traffic Engineer, including a detour signage plan. You are responsible for notifying affected businesses/entities, including Palm Tran, regarding affected routes:

(Initial to acknowledge statement)

EVENT COMPONENTS (Check the items that will be associated with your event.)

- ☒ Road closure (See above)
- ☒ Electric service hook-up required
- ☐ Water service hook-up required
- ☐ Sidewalks blocked
- ☐ Municipal park(s) prepared
- ☒ Booths or other temporary structures
- ☒ Parking lots to be partially or completely closed
- ☒ Food Vendors (Liquid Propane Gas Log)
- ☐ Town litter pick-up or street sweeping
- ☒ Tents (if yes, describe type and size *10X10, maybe A large*)
- ☐ Barricades ordered
- ☒ Alcohol served
- ☒ Security/Law Enforcement
- ☒ Music, bands, DJ
- ☒ Rides or other amusements
- ☐ Animals
- ☐ Fireworks
- ☐ Bleachers
- ☐ Designated parking area
- ☒ Town Restroom (if yes, please describe *+ Portables*)
- ☒ Portable Restrooms (if yes, please describe *Either ALL Trailers or Portables*)
- ☒ Dumpsters/Trash Receptacles
- ☒ Portable stage
- ☒ Other (e.g., bounce house, etc.)

EVENT VENDOR(S) LIST ALL NAMES (identify which ones are food trucks)

In Progress waiting to list some pretty with town

Will the event require the use of electricity?

Yes ☒ No ☐

Will the event require water hook-up?

Yes ☐ No ☒

*Will food and/or beverages be served?

Yes ☒ No ☐

*Will the event have vendors or concession sales, including food? Yes ☒ No ☐

****If the answer to the above question is YES, the Applicant/Event Organizer is responsible for securing all respective Palm Beach County and State of Florida Health Certificates for food vendors, as well as copies of all other commercial vendor licenses.***

WILL THE EVENT INCLUDE FOOD TRUCKS?

Yes ☒ No ☐

****If the answer to the above question is YES, all food trucks must have the proper State license, PBC Business Tax Receipt, and a current PBC Fire Rescue Safety Inspection Report. Copies of these documents must be provided to the Town no later than fourteen (14) calendar days prior to the event.***

For events on Town property, the Liquid Propane Gas tanks will be inspected the day of the event for leaks prior to operating any gas appliances. Applicants must provide staff with their LPG Log at each event to ensure proper safety measures have been followed.

For events on Town property, Applicants must also provide to the Town a Certificate of Insurance issued no more than thirty (30) days prior to the date of the event and naming the Town of Lake Park (and the CRA, if the event is taking place within the CRA area) as certificate holder and an additional insured with respect to commercial general liability. The required limits are \$1 million per occurrence and \$2 million aggregate. \$100,000 damage to rented premises must also be provided.

Applicants who are found to have attempted to circumvent this requirement by using another person/entity for the purposes of obtaining the required insurance coverage shall be barred from obtaining another special event permit within the Town for three years.

(Applicant initial to acknowledge statement)

The Applicant holds full responsibility and liability for its vendors.

(Initial to acknowledge statement)

**Will alcoholic beverages be served?

Yes ☒ No ☐

*****If the answer to the above question is YES, additional liquor legal liability insurance usual to the insured's operations with a \$1million limit must be included on the Certificate of Insurance.***

***Are you proposing signage?

Yes ☒ No ☐

******If the answer to the above question is YES, please fill out the Signage Permit Application available in the Community Development Department. An additional \$100.00 application fee is required for this signage application. This application will be deemed incomplete if signage is proposed and a signage application is not submitted.***

Will the event have an official "Flyer" and/or promotional materials? Yes ☒ No ☐
 If yes, please provide a copy of the "Flyer".

Please provide a sketch of the Special Event site including: Proposed location of parking, tent(s), concession stand(s), booth(s), stage(s), etc. OR provide an attachment:

NOTE: Public parking spaces are on a first-come, first-serve basis, and may be metered depending on where your event is being held.

IF TENTS ARE BEING UTILIZED:

MAXIMUM ALLOWABLE TENT SIZE IS 35' X 45'

For ALL tents larger than 10 ft. x 10 ft. (pop-up style), a Certificate of Flame Resistance is required and must accompany this Special Event Permit Application.

FOOD - RED
VENDORS - LIGHT BLUE
KIDS - GREEN
LIGHTS - YELLOW
GENERATOR - BLACK

VENDORS

VENDORS

FOOD VENDORS

LENDERS

KID ZONE

FOOD TRUCKS

EMERGENCY ACCESS

ENCE

CON

FENCE FENCE

ENTRANCE

Kelsey Park

VIP

FACT

(All requirements imposed by any of the reviewing entities below, will be communicated to the Applicant early-on and must be secured no later than 14 calendar days in advance of the event, with verification provided to the Town prior to the issuance of the Special Events permit)

(FOR OFFICE USE ONLY)
SIGNATURES/APPROVALS:

Please Sign and Date

SPECIAL EVENTS DIRECTOR:

 DATE: _____

PUBLIC WORKS DIRECTOR:

 DATE: _____

PALM BEACH COUNTY SHERIFF:

 DATE: _____

PALM BEACH COUNTY FIRE-RESCUE:

 DATE: _____

RISK MANAGEMENT: *(If applicable)*

 DATE: _____

CRA ADMINISTRATOR: *(If applicable)*

 DATE: _____

COMMUNITY DEVELOPMENT DIRECTOR: **A copy will be provided to the Staff Member and/or Code Officer if on duty.**

 DATE: _____

Additional Comments (reviewers may include attachments):

ADA Requirements

Insurance
Requirements

APPLICANT SIGNATURE: _____

APPLICANT PRINTED NAME: _____

DATE: _____

PROPERTY OWNER: *(If Property Owner is not the Applicant)*

DATE: _____

PROPERTY OWNER PRINTED NAME: _____

DATE: _____

TOWN OF LAKE PARK - REVENUE
535 PARK AVENUE
LAKE PARK, FL 33403-2603
561-881-3300

DATE : 3/14/2025 3:35 PM
OPER : TOLP1
TKBY : Hela
TERM : 1
REC# : R00011384

DEPPK Deposit - Park 1500.00
Bands Burgers & Brews 1500.00

Paid By: Bands Burgers & Brews
2 - CHECK C 1500.00 REF: 128

APPLIED 1500.00
TENDERED 1500.00

CHANGE 0.00



FACILITY RENTAL INVOICE

LAKE PARK FLORIDA - REVENUE
REC#: P00011394 3/14/2025 3:15 PM
TAX#: DEPPV Deposit - Park
OPER: TOLPA TERM: 1
BY: [Signature]

Bands Burgers & Brews 1500.00

NAME: Bands Burgers and Brews
ADDRESS: 1401 Old Dixie Highway, Suite 105, Lake Park, FL 33403
PHONE: 551-420-9819
EVENT DATE: Saturday, May 24, 2025
EVENT TIME: 12:00 PM TO 10:00 PM
SET-UP TIME: 7:00 PM TO 12:00 PM
BREAK DOWN TIME: 10:00 PM TO 11:00 PM
EVENT TYPE: Lake Park Seafood Festival
LOCATION: Kelsey Park (East Side)
of PEOPLE: 900-1200

APPLIED 1500.00
TENDERED 1500.00
BALANCE 0.00

EVENT DETAILS			
CODE	COST BREAKDOWN		TOTAL
→	SECURITY DEPOSIT (non-taxable, DUE IN FULL AT INCEPTION & REFUNDABLE)		
DEPPV	Park Pavilions/Gazebos		
DEPMB	Mirror Ballroom		
DEPPK	Kelsey Park Rental East/West		\$1,500.00
→	RENTAL FEES (7% Sales Tax applied)		
RFRNT	Resident Fee \$ <input type="text"/> hrly x <input type="text"/> hrs		
RFRNT	Non-Resident Fee \$ <input type="text"/> hrly x <input type="text"/> hrs		
RFRNT	Flat Rate Rental Fee		\$1,500.00
RFRNT	Flat Rate Cleaning Fee		\$125.00
RFTAX	Sales Tax 7% (collected first on balance payment)		\$113.75
RSCUR	Personnel Fee \$30.00 hrly x 37 (optional and NON-taxable)		\$1,110.00
	TOTAL RENTAL FEES:		\$2,848.75
FACRENT	COMBINED TOTAL: (security deposit + rental fees) PARK pav/gaz BALLROOM KELSEY PARK		\$4,348.75

PAYMENT DETAILS		
first PAYMENT DATE:	INSTALLMENT DATE:	BALANCES & DUE DATE:
3/14/2025		YOUR FINAL PAYMENT IS DUE:
\$0.00		5/9/25
\$0.00		
\$1,500.00		
For internal accounting purposes		
		\$0.00
		\$0.00
		\$1,500.00
		\$125.00
\$0.00	\$0.00	\$113.75
		\$1,110.00
\$0.00		
PAID TODAY:	PAID TODAY:	FINAL PAYMENT DUE:
\$1,500.00	\$0.00	\$2,848.75

NOTES: Your final balance is due 14 days before the event. If paying online, your invoice/reference # is: 5242501

Invoice Includes Rental on: Friday, May 23, 2025 9:00 AM - 5:00 PM & Sunday, May 25, 2025 7:00 AM - 12:00 PM

Friday, no staff / Saturday, 2 staff 7:00 AM - 3:00 PM & 2 staff 3:00 PM - 11:00 PM / Sunday, 1 staff 7:00 AM - 12:00 PM

THANK YOU AND ENJOY YOUR EVENT!

3/14/2025



Town of Lake Park Facility Rental Application

Date of Event: Friday, May 23, 2025

Time of Event: _____ to _____

Set-up Time: 9:00 AM to 5:00 PM

Breakdown Time: _____ to _____

Rental Facility

Town Hall: _____ Mirror Ballroom

W. Ilex Park: _____ Picnic Pavilion

Kelsey Park (West): _____ Entire Park (Requires Special Events Permit) _____ Gazebo

Kelsey Park (East): ☒ Entire Park (Requires Special Events Permit) _____ Indoor Pavilion

Kelsey Park (East): _____ Picnic Pavilions (North, South, Playground)

Purpose of Rental: Lake Park Food & Music Festival
Lake Park Seafood Festival (Setup)

Requests: Yes Alcoholic Beverages Yes Bounce House
Yes Special Events Permit Required

Contact Information:

Name: Craig Lemanowicz

Organization: Bands Burgers & Brews LLC

Address: 1401 Old Dixie Highway, Suite 105

Lake Park, FL 33403

Home: (____) _____ - _____ Cell: (551) 420 - 9819

Work: (____) _____ - _____ E-mail: tropicalpropertyservices@gmail.com

I, THE UNDERSIGNED, HAVE READ AND UNDERSTAND EVERYTHING IN THE
FACILITY RENTAL POLICY AGREEMENT.

Renter: X _____ Date 3-11-2025

Lake Park Staff: X Sara Huggins Date 3/19/25



Town of Lake Park Facility Rental Application

Date of Event: Saturday, May 24, 2025

Time of Event: 12:00 PM to 10:00 PM

Set-up Time: 7:00 PM to 12:00 PM

Breakdown Time: 10:00 PM to 11:00 PM

Rental Facility

Town Hall: _____ Mirror Ballroom

W. Ilex Park: _____ Picnic Pavilion

Kelsey Park (West): _____ Entire Park (Requires Special Events Permit) _____ Gazebo

Kelsey Park (East): ☒ Entire Park (Requires Special Events Permit) _____ Indoor Pavilion

Kelsey Park (East): _____ Picnic Pavilions (North, South, Playground)

Purpose of Rental: Lake Park Food & Music Festival

~~Lake Park Seafood Festival~~

Requests: Yes Alcoholic Beverages Yes Bounce House
Yes Special Events Permit Required

Contact Information:

Name: Craig Lemanowicz

Organization: Bands Burgers & Brews LLC

Address: 1401 Old Dixie Highway, Suite 105

Lake Park, FL 33403

Home: (____) _____ - _____ **Cell:** (551) 420 - 9819

Work: (____) _____ - _____ **E-mail:** tropicalpropertyservices@gmail.com

I, THE UNDERSIGNED, HAVE READ AND UNDERSTAND EVERYTHING IN THE FACILITY RENTAL POLICY AGREEMENT.

Renter: X [Signature] **Date** 3/11/2025

Lake Park Staff: X [Signature] **Date** 3/19/25



Town of Lake Park Facility Rental Application

Date of Event: Sunday, May 25, 2025

Time of Event: _____ **to** _____

Set-up Time: _____ **to** _____

Breakdown Time: 7:00 AM **to** 12:00 PM

Rental Facility

Town Hall: _____ Mirror Ballroom

W. Ilex Park: _____ Picnic Pavilion

Kelsey Park (West): _____ Entire Park (Requires Special Events Permit) _____ Gazebo

Kelsey Park (East): ☒ Entire Park (Requires Special Events Permit) _____ Indoor Pavilion

Kelsey Park (East): _____ Picnic Pavilions (North, South, Playground)

Purpose of Rental: Lake Park Food & Music Festival
Lake Park Seafood Festival - (Breakdown)

Requests: Yes Alcoholic Beverages Yes Bounce House
Yes Special Events Permit Required

Contact Information:

Name: Craig Lemanowicz

Organization: Bands Burgers & Brews LLC

Address: 1401 Old Dixie Highway, Suite 105

Lake Park, FL 33403

Home: () _____ **Cell:** (551) _____ 420 _____ - 9819

Work: () _____ **E-mail:** tropicalpropertyservices@gmail.com

**I, THE UNDERSIGNED, HAVE READ AND UNDERSTAND EVERYTHING IN THE
FACILITY RENTAL POLICY AGREEMENT.**

Renter: X _____ **Date** 3/11/2025

Lake Park Staff: X Sara Narego **Date** 3/19/25



Facility Usage Agreement

This agreement, made the 28th day of February, 2025, by and between THE TOWN OF LAKE PARK, a Florida municipal corporation (Town) and Craig Lemanowicz - Bands Burgers and Brews LLC (Renter).

Premises: Town leases to Renter and Renter leases from Town the Kelsey Park (East Side) (Facility Name)

Term: The hours of rental are from See Below until See Below on (Day/Date).
Friday, May 23, 2025: 9:00 AM - 5:00 PM
Saturday, May 24, 2025: 7:00 AM - 11:00 PM
Sunday, May 25, 2025: 7:00 AM - 12:00 PM

Security Deposit: Event organizer shall deposit with Town the sum of \$ 1,500.00 as security for the full and faithful performance by event organizer of all of event organizers obligations hereunder. The deposit shall be made at the time the reservation for the premise is made with Town. No interest shall be paid upon the security deposit nor shall Town be required to maintain said deposit in a segregated account. The security deposit shall not be considered prepaid rent. In the event that the event organizer shall default in the full and faithful performance of any of the terms hereof, then Town may, without notice, either retain the security deposit as liquidated damages, or Town may retain the same and apply it toward actual damages sustained by Town by reason of the default of the event organizer. If the event organizer fully and faithfully complies with all of the terms hereof, the security deposit or any balance thereof shall be returned to the event organizer within one month of the event.

Rental Rate: Event Organizer shall pay Town the rental sum of \$ 2,848.75, fourteen (14) business days prior to the event. Any payment made to the Town after the 14 days must be paid in cash only.

Leases and Assignments: Event Organizer shall not have the right to assign this agreement to any other person or entity.

Rules and Regulations: The rules and regulations included hereto shall be incorporated into and made a part of this agreement.

Indemnification: Renter shall, during the term of this agreement, fully protect, indemnify and hold Town harmless from any and all claims, demands, actions, suits, judgments, liabilities, losses, costs and expenses (including reasonable attorney's fees and expenses) of every kind and character arising, or alleged to arise, out of or in connection with any injury to, or the death of, any person or any damage to or loss of any property in any manner growing out of or connected with, or alleged to grow out of or to be connected with, any act, omission, event, condition or casualty in connection with the business or profession conducted on the premises or the use or occupancy of the premises by Renter, his employees, agents, licensees or invitees, or causes by or resulting from, or alleged to be caused by or to result from, the negligence of other conduct of Renter, his employees, agents, licensees or invitees.

General Provisions:

Captions: The captions or titles to the various sections of this agreement are for convenience and ease of reference only and do not define, limit, augment or describe the scope, content or intent of this agreement or of any parts thereof.

Joint and Several Obligations: If event organizer consists of more than one person or entity, the obligation of all such persons is joint and several.

Situs: The agreement shall be constructed and interpreted according to the laws of the State of Florida.

In witness whereof, the parties have executed this Agreement, as evidence of their agreement to the information set out therein.

I, THE UNDERSIGNED, HAVE READ AND UNDERSTAND EVERYTHING IN THIS RENTAL AGREEMENT POLICY.

EVENT ORGANIZER: Carlo Lemarovic
(PRINT)

[Signature]
(SIGNATURE)

DATE: 3-1-11-2025