SPECIAL EVENT APPLICATION

CONTACT INFORMATION

ORGANIZATION NAME: Main Street Wauchula, Inc.

CONTACT NAME: Jessica Newman

MAILING ADDRESS: 107 E. Main Street

CITY: Wauchula ST: FL ZIP: 33873

WORK/HOME PHONE: 863-767-0330 CELL PHONE: 863-245-8309

EMAIL ADDRESS: jnewman@cityofwauchula.com

EVENT INFORMATION

EVENT NAME: Shop Small Saturday Brunch in the Park

DATE(S): 11/28/2026 EVENT TIMES (INCLUDING SET UP AND CLEAN UP): START 7:30 AM END 12:00 PM

ATTENDANCE: 100

PURPOSE OF EVENT: Brunch in the Park is a special event held to kick off Shop Small Saturday, a day dedicated to celebrating our small businesses and shopping local for Christmas.

EVENT LOCATION: ☑ Heritage Park Pavilion (Rental only applies to pavilion. Heritage Park remains open to the public.)

☐ Auditorium at Historic City Hall

BASE EVENT FEES

Heritage Park Pavilion: Rental - $25.00 + tax | Restroom Access - $25.00 refundable key deposit
Auditorium: Rental - $500.00 full day | $250 half day (up to 6 hours) + tax | Damage Deposit - $500.00 refundable following inspection

*Additional fees may be assessed depending on the nature of the event and City services used.
*Event fees may be reduced at the discretion of the City.

EVENT CHECKLIST

- ☐ Submit application at least 3 months prior to the event.
- ☐ $1,000,000 General Liability Insurance listing City of Wauchula as Additional Insured (required for Final Event Approval) **NOTE: Event insurance requirement may be waived depending on event details and is at the discretion of the City. Waivers will not be issued for events requesting street closure and/or include alcohol.**
- ☐ If selling alcohol – Proof of approved Florida Department of Business and Professional Regulations Division of Alcoholic Beverage & Tobacco Application (for a request to sell alcoholic beverages at the event, contact: ABT, 1313 Tampa St., Park Trammel Bldg., Suite 909, Tampa, FL 33602, 813-272-2610)
- ☐ If selling/distributing alcohol – A detailed safety plan must be submitted along with the application; i.e. I.D. checks, monitoring of consumption, container types (no glass allowed), etc.
- ☐ If using food vendors – Copy of vendors General Liability Insurance - $1,000,000 listing City of Wauchula as additional insured or if vendor is a not for profit submit proof of 501 (c)3 status.
- ☐ If using activity vendors such as inflatables, rock walls, rides, etc. - Copy of vendors General Liability Insurance - $1,000,000 listing City of Wauchula as additional insured.
- ☐ If using audio visual equipment at auditorium - Submit AV quote from PREPAC.

EVENT DETAILS

SERVICES REQUESTED AND EVENT ACTIVITIES – CHECK ALL THAT APPLY

☑ Heritage Park Restrooms	☐ Parade	☐ Kids Activities (inflatables, rock walls, etc)
☑ Open Container Waiver	☐ Street Closure(s) **	☐ Band/DJ
☑ Alcohol Sales/Distribution **	☐ Police	☐ AV System (auditorium only) *
☐ Food Vendors	☐ Art & Craft Vendors	☐ Merchandise Vendors
☐ Trash Collection (during event)	☐ Admission Charged	☑ Heritage Park Fountain: ___ ON / ___ OFF

*The City of Wauchula does not rent auditorium AV equipment to facility renters. For use of auditorium AV equipment, renters may contact Peace River Entertainment & Performing Arts Center (PREPAC) to coordinate use and fees, or renters may supply their own equipment. Renters are not permitted access to the Heritage Park Pavilion soundbox and speakers.
**Alcohol sales require a permit from DBPR and liability policy listing City of Wauchula as additional insured party.
***A printed map must be submitted with the application for all street closure requests with clear markings detailing desired closures points.

ADDITIONAL EVENT DETAILS

Brunch is a ticketed event held in Heritage Park complet with a waffle and and fruit bar, bloody marys, and mimosas.

Damage/Clean Up Statement: Any organization that holds a special event will be responsible for any area that is utilized during the event. Organizations are required clean the event area immediately following the event. Organizations will be financially responsible for any damage to the event area that occurs during the event. **NOTE: Failure to properly clean event area(s) and/or damage occurred to the event area(s) will result in forfeiture of the deposit refund (up to 100%) and assessment of additional fees. Organizations assessed fees during or after the event will be invoiced by CITY OF WAUCHULA on an individual event basis. All fees must be paid to CITY OF WAUCHULA no later than 30 calendar days after the invoice date.**

Application Process: Submittal of an application **does not** guarantee approval to hold the event. Approval or denial will be given after a full review of the application by the City.

The City of Wauchula is not responsible for any lost or damaged items or injury related to any rental or reservation on the City of Wauchula premises. The applicant agrees to expressly release, indemnify, and hold harmless, the City of Wauchula from all claims for such loss, damages, or injury whatsoever as may be sustained or claimed by any person using the facilities during such rentals.

I have read and understand the information provided in this application and what is required of me/my organization. I have filled out the application to the best of my knowledge and certify that it is accurate.

I understand and acknowledge that renting the Heritage Park Pavilion applies to the pavilion only. Heritage Park is a public park and will remain open to the public during my event.

Jessica Newman
Print Name

10/28/2026
Date

Signature

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

2601 BLAIR STONE ROAD
TALLAHASSEE FL 32399-0783

Congratulations! With this license you become one of the nearly one million Floridians licensed by the Department of Business and Professional Regulation. Our professionals and businesses range from architects to yacht brokers, from boxers to barbeque restaurants, and they keep Florida's economy strong.

Every day we work to improve the way we do business in order to serve you better. For information about our services, please log onto www.myfloridalicense.com. There you can find more information about our divisions and the regulations that impact you, subscribe to department newsletters and learn more about the Department's initiatives.

Our mission at the Department is: License Efficiently, Regulate Fairly. We constantly strive to serve you better so that you can serve your customers. Thank you for doing business in Florida, and congratulations on your new license!

Florida dbpr STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BEV6306676 ISSUED: 02/23/2026
CATERER
TERRIE LOBB CATERING INC
TERRIE LOBB CATERING INC
CONSUMPTION ON PREMISES ONLY

Signature

LICENSED UNDER CHAPTER 565, FLORIDA STATUTES
EXPIRATION DATE: MARCH 31, 2027

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
DIV OF ALCOHOLIC BEVERAGES & TOBACCO

LICENSE NUMBER: BEV6306676

EXPIRATION DATE: MARCH 31, 2027

THE CATERER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 565, FLORIDA STATUTES
SERIES: 13CT
CONSUMPTION ON PREMISES ONLY

TERRIE LOBB CATERING INC
TERRIE LOBB CATERING INC
1239 E MAIN ST
BARTOW FL 33830

ISSUED: 02/23/2026

Always verify licenses online at MyFloridaLicense.com
Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

DIV OF ALCOHOLIC BEVERAGES & TOBACCO

THE CATERER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 565, FLORIDA STATUTES
SERIES 13CT
CONSUMPTION ON PREMISES ONLY

TERRIE LOBB CATERING INC

TERRIE LOBB CATERING INC
1239 E MAIN ST
BARTOW FL 33830

LICENSE NUMBER: BEV6306676

EXPIRATION DATE: MARCH 31, 2027

Always verify licenses online at MyFloridaLicense.com

ISSUED: 02/23/2026

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/28/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Hatcher Insurance, LLC
PO Box 540689
Orlando FL 32854

CONTACT NAME: Michelle Benitez
PHONE (A/C, No, Ext): 352-565-5813 **FAX (A/C, No):**
E-MAIL ADDRESS: mbenitez@hatcherins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Southern-Owners	10190
INSURER B : FFVA Mutual Insurance Company	10385
INSURER C : Auto-Owners Insurance Company	18988
INSURER D :	
INSURER E :	
INSURER F :	

INSURED TERRLOB-01
Terrie Lobb Catering, Inc.
TLC Catering
1239 East Main Street
Bartow FL 33830

COVERAGES **CERTIFICATE NUMBER:** 2023921439 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		72826520	5/10/2026	5/10/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG LIQUOR LIABILITY	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 1,000,000
C	**AUTOMOBILE LIABILITY** [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			5196686800	5/10/2026	5/10/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ 1,000,000 $ $ $ $
A	X **UMBRELLA LIAB** [X] OCCUR **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			5282652002	5/10/2026	5/10/2027	EACH OCCURRENCE AGGREGATE 	$ 1,000,000 $ 1,000,000 $
B	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [Y] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC840-0798582-2026A	1/1/2026	1/1/2027	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Worker's Compensation Excluded - Terrie Lobb

*Additional Insured Status is granted with respect to General Liability if required by written contract per endorsement "55373 Blanket Additional Insured."

*Waiver of Subrogation is included with respect to General Liability if required by written contract per endorsement "65034 Florida - Commercial General Liability Plus Coverage - with Limited Hired Auto and Non-Owned Auto Liability."

*Waiver of Subrogation is included with respect to Workers Compensation if required by written contract or agreement per endorsement "WC000313 Waiver of See Attached...

CERTIFICATE HOLDER

Main Street Wauchula, Inc. and City of Wauchula
107 E. Main Street
Wauchula FL 33873

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Adam Riley

© 1988-2015 ACORD CORPORATION. All rights reserved.

AGENCY CUSTOMER ID: TERRLOB-01

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Hatcher Insurance, LLC	Terrie Lobb Catering, Inc. TLC Catering 1239 East Main Street Bartow FL 33830
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Our Right to Recover from Others."

*Umbrella Liability coverage follows form per policy terms and conditions.

© 2008 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD