

# Event Permit



**Event Name:**

Nichols/Wilkinson Wedding & Reception

**Applicant:**

Darrell Wilkinson, Jr.

**Contact:**

Jackie Nichols, 352.316.3223

**Location:**

Banyan Street & Louise Dupont Crowninshield House

**Valid only for the Following date(s):**

April 25, 2015

**Valid only for the Following time(s):**

Wedding: 3:30pm-6:30pm, Reception 6:00pm-12:00am

**Permit Number**

15-0425CPALC

**Permit Type**

- Special Event
- Use of County Property
- Sell & consume Alcohol
- Consume Alcohol only
- Film Permit

**Permit Conditions:**

- Applicant must meet all event application requirements, including requirements of the sign-off agencies.
- The premises is to be left in the same condition as it was prior to the event.
- This permit is to be readily available for inspection during the entire event.
- County-issued alcohol permits: Alcoholic beverages must not be sold/consumed 1½ hours prior to the conclusion of the event & vacating the facility.



Board of County Commissioners  
Lee County, Florida

A handwritten signature in purple ink, likely belonging to the County Manager.

1-9-15

County Manager

Date



**Lee County**  
*Southwest Florida*

# Event Application

Special Event

Use of  
County  
Property

Alcohol  
within Lee  
County  
Facilities

Film, Video  
&  
Photography

Jacquelyn Nichols

3

Darrell "Clay" Wilkinson

4/25/15

# Lee County Event Permit Application



## Event Application

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO ~~ALLOW~~ CONSUME ALCHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

<b>Section I - GENERAL INFORMATION (All Permit Types)</b>	
<b>Title of Event / Name of Production</b>	WEDDING CEREMONY & WEDDING RECEPTION
<b>Date(s) of Event / Production:</b>	APRIL 25, 2015
<b>Location(s) of Event:</b>	BANYAN STREETR AND THE LOISE DUPONT CROWNINSHIELD HOUSE IN BOCA GRANDE
<b>Name of Applicant:</b>	DARRELL WILKINSON, JR
<b>Applicant Address:</b>	4524 S. CLARK AVE. TAMPA, FL 33611
<b>Applicant Phone Number:</b>	1-256-227-9693
<b>Contact Person:</b> (If different from applicant)	JACKIE NICHOLS
<b>Contact Phone Number:</b> (If different from applicant)	1-352-316-3223
<b>Email Address:</b>	JACNICHOLS33@GMAIL.COM
<b>Estimated Attendance:</b>	80 GUESTS
<b>Event Description:</b> Include each activity, when activities take place, etc.	WEDDING CEREMONY AND RECEPTION
<b>Hours of Operation:</b>	3:30PM - 6:30PM BANYAN STREET, 6:00PM - 12:00AM RECEPTION
<b>STRAP # of Parcel:</b>	14432001000050010
<b>Owner of Premises*:</b>	LEE COUNTY GOVERNMENT

\*Notarized statement from the property owner specifically consenting to the proposed use required.

# Lee County Event Permit Application



Fill out the following questions for all permit types:

What is the Zoning Classification of the premises? PUBLIC FACILITY

Are any temporary structures to be installed for the event?  Yes  No Type: \_\_\_\_\_

Do you have the appropriate permits for the temporary structures? N/A  Yes  No

\* For a 'Special Event' and 'Use of County Property' permit, submit a site plan with all proposed facilities and activities identified, including all parking areas.

Insurance Company Insuring the Event: INSURANCE INTERMEDIARIES, INC.

Note: Certificate of Insurance must be submitted at time of application

Surety Company Bonding this Event (Name and Address): N/A

Will Vehicles be Used as Part of This Event?

Yes  No

If yes, automobile coverage must be included on the certificate of insurance.

Will Food be Available at this Event?

Yes  No

If yes, products liability coverage must be included on the certificate of insurance.

Will Alcoholic Beverages be served/consumed at this Event?

Yes  No

If yes, liquor liability coverage must be included on the certificate of insurance.

Name & Address of Organization Providing Food:

Milan Catering Sarasota FL

Type of Food being Served: Southern Family Style

## Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: Jacquelyn Nichols - Wedding Reception

Fill out this portion for applications for Solicitation in the County Rights-of-Way:

Name of Charity: N/A

Address of Charity: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Non-profit certificate/registration number: N/A

(Proof of registration with the Dept. of Agriculture & Consumer Services §496.405 or proof the organization is exempt from this requirement. §316.2045)

## Section III - SALE/CONSUMPTION OF ALCHOLIC BEVERAGES PERMIT

Is alcohol being ~~not~~ consumed on County Property? CONSUMED ONLY  Yes  No  
If Yes, then a "Lee County Alcohol Permit" is required. Only non-profit organizations can sell alcohol on County Property.

Non-profit certificate/registration number: N/A  
(Required if alcohol is to be SOLD at the event)

Please note: A permit from the State of Florida Division of Alcoholic Beverages and Tobacco may also be required; please call (239) 344-0885 for further details



**Section IV - FILM / VIDEO / PHOTOGRAPHY PERMIT** N/A

Type of Production (choose all that apply):

- TV Movie or Special       TV Series / Pilot       TV Commercial       Still Photos
- Public Service Announcement       Industrial / Documentary       Other: \_\_\_\_\_

Will any of the following be needed or included\*?

- Street Closure       Yes       No
- Traffic / Crowd Control       Yes       No
- Fire or Burning       Yes       No
- Explosives or Pyrotechnics       Yes       No
- Animals, Large or Small       Yes       No
- Construction of Any Kind       Yes       No
- Large and/or Numerous Vehicles       Yes       No
- Helicopters, Boats, etc.       Yes       No
- Stunts       Yes       No
- Other       Yes       No

\* For any marked Yes, provide further details below:

N/A

Special Parking Requirements:

\_\_\_\_\_

City or County Services Required: (Personnel, equipment, facilities, etc.)

\_\_\_\_\_

The following information is required for local and state records on production in Florida to track the economic impact of the industry. If exact figures are not available, please estimate as closely as possible.

Number in Cast: \_\_\_\_\_ Number in Crew: \_\_\_\_\_ Number of locals hired: \_\_\_\_\_

Total budget: \_\_\_\_\_ Estimate amount spent in Lee County: \_\_\_\_\_

Hotel room nights: \_\_\_\_\_ Number of shooting days: \_\_\_\_\_  
number of rooms x number of nights

## **Applicant Agreement - Signature Required**



### **SECTION I - SAFETY**

The Applicant agrees to provide adequate traffic and crowd control, emergency medical services and any other items, at the Applicant's expense, required by Lee County to protect the health, safety and welfare of the public. Lee County shall have the power to review the proposal and require, as necessary, detailed plans, diagrams, and explanations to clearly outline to Lee County, exactly what the Applicant is proposing.

### **SECTION II - INSURANCE**

The Applicant, at its sole expense, agrees to procure and maintain in force during the entire term of the application, liability insurance in the amounts determined by Lee County Risk Management to protect against damages or other claims arising from use of County property by the applicant or its guests. Other limits may also be established by Lee County Risk Management for events which will be serving or consuming alcoholic beverages at approved County property. The insurance policy must also include coverage for Applicant's contingent liability on damages, claims or losses. "Lee County Board of County Commissioners" must be named as "additional insured" on the Certificate of Insurance, and the Certificate must be delivered to Lee County prior to Applicant's use of the property. The Insurance may not be canceled during the term of the event, if this occurs, the County has the right to revoke approvals related to use of the County property for the event, without recourse by the applicant.

### **SECTION III - INDEMNIFICATION**

The Applicant agrees to indemnify, release and save harmless Lee County against any and all claims, costs, demands, damages, judgments or injuries of any nature arising from the conduct or management of, or from any work or thing whatsoever done in or about said Lee County property or any building or structure appurtenant thereto or equipment thereof during the term of this Permit, or arising during such term from any act of negligence of the Applicant, Applicant's agents, contractors, or employees, or arising from any accident, injury, or damage whatsoever, however caused, to any person or persons, or to any property of any person, persons, corporation or corporations, occurring during the term of this agreement on, in, or about said Lee County property, and from and against all costs, attorney's fees, expenses and liabilities occurring in connection with any such claim or any action or proceeding brought thereon.

For film permit applicants: The permittee shall have on-site a responsible representative empowered with authority over the filming director, filming crews, participants and filming operation. Permittee shall indemnify, defend and hold harmless the county, its officers, agents and employees from and against all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising out of or occurring during the activities of the permittee, and resulting or occurring from any negligent act, omission or error of permittee, resulting in or relating to injuries to body, life, limb or property sustained in, about or upon the permitted premises or improvement thereto, or arising from the use of the premises.

### **SECTION IV - DELIVERY, ACCEPTANCE AND SURRENDER OF PREMISES**

The Applicant agrees to accept the County property on possession as being in a satisfactory state of repair and in sanitary condition.

The Applicant must surrender the premises to Lee County in the same condition as when Applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. Applicant agrees to remove all business signs or symbols placed on the premises by the Applicant before redelivery of the premises to Lee County, and restore the premises to the condition in which it existed before their placement. Any signs and markings created or used in connection with this event must be temporary and removable; painting roadways, trees or any other fixed object is strictly prohibited. Applicant agrees to clear the Lee County property of litter at the close of the event.

**Applicant Agreement - Signature Required**



**SECTION V - AGREEMENT**

The Applicant agrees that Lee County can, at its sole discretion, terminate and cancel its permit to use Lee County property at any time without prejudice. Applicant further agrees to waive, release, save and hold harmless Lee County from any and all claims, demands or cause of actions based upon Lee County's cancellation or termination of said permit.

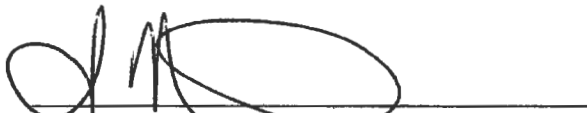
The Applicant agrees that the Lee County permit does not provide Applicant with any property rights in the County property in question or in the permit itself.

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge.

  
\_\_\_\_\_  
Signature of Applicant

Darrell C Wilkinson  
\_\_\_\_\_  
Print Name of Applicant and Title

11-14-14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Witness

Jacquelyn Nichols  
\_\_\_\_\_  
Print Name of Witness

11/14/14  
\_\_\_\_\_  
Date



**LEE COUNTY**  
SOUTHWEST FLORIDA  
BOARD OF COUNTY COMMISSIONERS

**Bob Janes**  
*District One*

**Brian Bigelow**  
*District Two*

**Ray Judah**  
*District Three*

**Tammy Hall**  
*District Four*

**Frank Mann**  
*District Five*

**Karen B. Hawes**  
*County Manager*

**David M. Owen**  
*County Attorney*

**Diana M. Parker**  
*County Hearing  
Examiner*

**RIGHTS-OF-WAY SOLICITATIONS**  
**PERMIT CONDITIONS & SAFETY PACKET**

I have received the Permit Conditions/Safety packet and agree to  
adhere to the rules set forth.

  
Signature of Applicant      5-16-14  
Date

**\*\*Permit will not be issued unless this original is signed\*\***







**Insurance Intermediaries  
Incorporated**

a Nationwide company

INSURANCE INTERMEDIARIES INCORPORATED  
280 N. High Street, Suite 300  
Columbus, OH 43215-2535  
Phone: (800) 444-1744  
Fax: (877) 444-4094

To: **\* BINDER \***  
12/05/2014

Attn: Renewal Of: NEW

From: Amanda Lecklider  
lecklia@nationwide.com/614 429 5316

Insured: **Jacquelyn Nichols and Darrell C. Wilkinson, JR.**

Thank you for your order to bind. We appreciate your business! We have bound the below coverage. Policy to Follow Shortly

**POLICY INFORMATION**

<b>COMMERCIAL LIABILITY POLICY</b>	
Policy Number:	<b>CL 2670778</b>
Policy Period:	04/25/2015 to 04/27/2015
Carrier:	Mount Vernon Fire Insurance Company
Status:	Non-Admitted
A.M. Best Rating:	A++ (Superior) - IX
<b>COVERAGE PART</b>	<b>PREMIUM</b>
Commercial Liability	\$250.00
Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit (Any One Person/Organization)	\$1,000,000
Medical Expense Limit (Any One Person)	\$1,000
Damages To Premises Rented To You (Any One Premises)	\$100,000
Products/Completed Operations Aggregate Limit	Included
General Aggregate Limit	\$2,000,000
Lost Deposit Coverage Limit	\$1,000
Attire Damage Coverage Limit	\$1,000
Liquor Liability	\$15.00
Each Common Cause Limit	\$1,000,000
Aggregate Limit	\$2,000,000
<b>POLICY PREMIUM</b>	<b>\$265.00</b>
<b>ADDITIONAL COSTS</b>	
Wholesaler Broker Fee	\$35.00
Surplus Lines Tax	\$15.00
Service Fee	\$0.53
<b>TOTAL</b>	<b>\$315.53</b>

**Location of All Covered Special Event(s)**

1 - Banyan Street; 131 Banyan Street, Boca Grande, FL 33921

## APPLICABLE FORMS & ENDORSEMENTS

### The following forms apply to multiple coverage parts

2110 09/10	Service Of Suit	IL0017 11/98	Common Policy Conditions
IL0021 09/08	Nuclear Energy Liability Exclusion Endorsement	L-206 02/11	Fully Earned Premium Endorsement
L-224 07/08	Punitive Or Exemplary Damages Exclusion	L-381 09/08	Warranty Endorsement - Equal Or Greater General Liability Limit
L-535 09/02	Exclusion - Products- Completed Operations Hazard	L-606 02/11	Exclusion For Injury To Performers, Entertainers And Participants
L-607 02/11	Exclusion For Climbing, Rebounding And Interactive Games And Devices	L-608 02/11	Exclusion For Firearms, Fireworks And Other Pyrotechnic Devices
L-609 02/11	Animal Exclusion	L-610 11/04	Expanded Definition Of Bodily Injury
L-616 11/09	Host/Special Event Coverage Form Change Endorsement	L-656 02/06	Extension Of Coverage - Committee Members
L-729 08/09	Exclusion - Violation Of Statutes That Govern E-Mails, Fax, Phone Calls Or Other Methods Of Sending Material Or Information	LLQ100 07/06	Amendatory Endorsement
LLQ101 08/06	Expanded Definition Of Employee	LLQ102 08/06	Event Vendor/Exhibitor & Contractor- Exclusion
LLQ368 08/10	Separation Of Insureds Clarification Endorsement	SPE 300 05/09	Special Events Property Damage Amendment
TRIADN 01/08	Disclosure Notice Of Terrorism Insurance Coverage	ME Jacket 09/10	The Main Event Special Event Commercial Liability Policy Jacket

### The following forms apply to the Commercial Liability coverage part

CG0001 12/07	Commercial General Liability Coverage Form	CG2026 04/13	Additional Insured-Designated Person or Organization
CG2136 03/05	Exclusion - New Entities	CG2139 10/93	Contractual Liability Limitation
CG2144 07/98	Limitation Of Coverage To Designated Premises Or Project	CG2147 12/07	Employment-Related Practices Exclusion
L-387 03/06	Exclusion - Mechanical Rides	L-423 02/11	Exclusion For Structure Collapse
L-526 06/06	Absolute War Or Terrorism Exclusion	L-536 09/09	Exclusion - Participation In Athletic Activity, Physical Activity Or Sports
L-599 10/12	Absolute Exclusion for Pollution, Organic Pathogen, Silica, Asbestos and Lead with a Hostile Fire Exception	L-686 10/12	Absolute Exclusion for Liquor and Other Related Liability
L-729 08/09	Exclusion - Violation Of Statutes That Govern E-Mails, Fax, Phone Calls Or Other Methods Of Sending Material Or Information	SPE 300 05/09	Special Events Property Damage Amendment
SPE 307 11/12	Lost Deposit Coverage	SPE 309 11/12	Wedding Attire Coverage

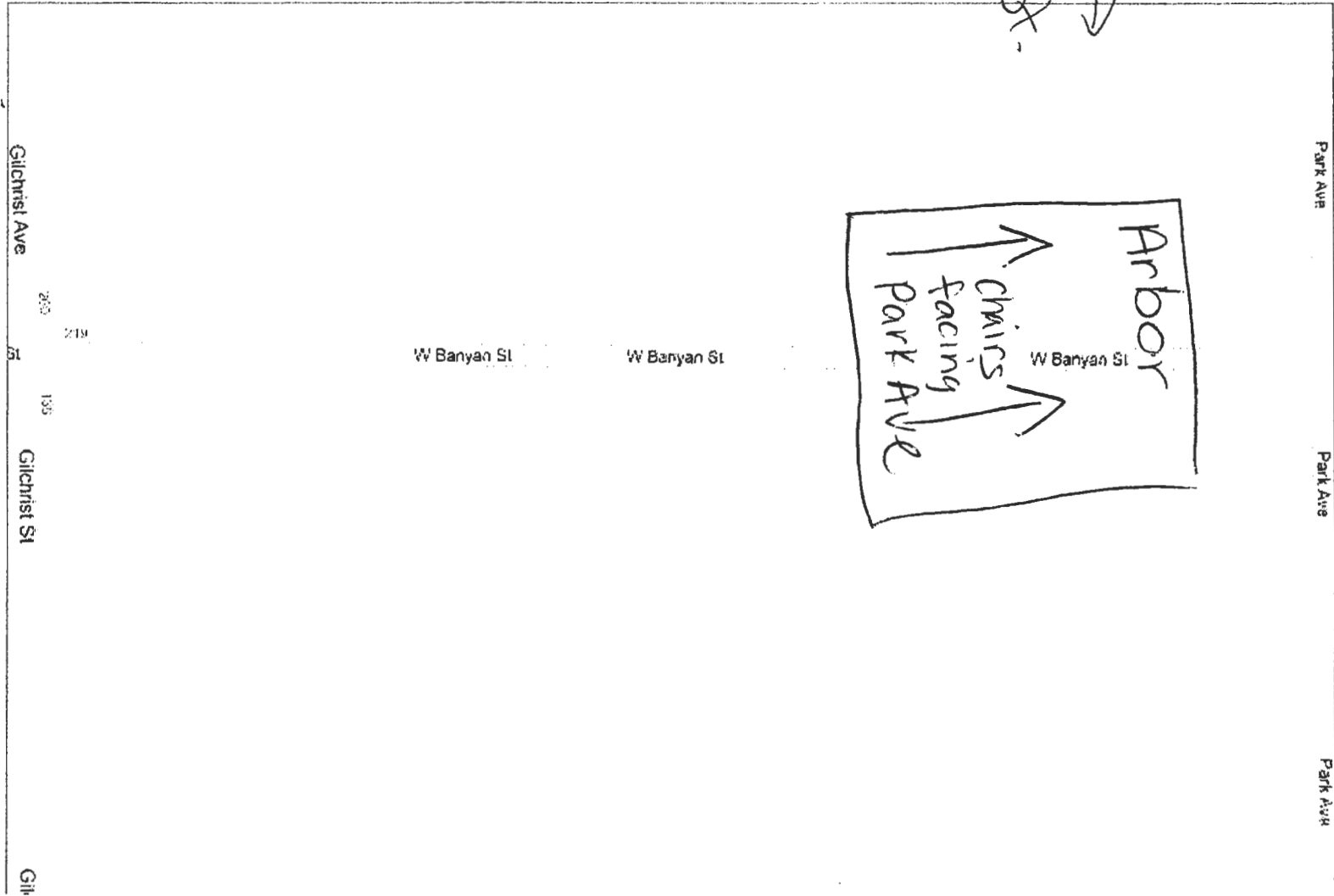
### The following forms apply to the Liquor Liability coverage part

CG0033 12/07	Liquor Liability Coverage Form	L-560 11/10	Additional Insured - Designated Person Or Organization
L-729 08/09	Exclusion - Violation Of Statutes That Govern E-Mails, Fax, Phone Calls Or Other Methods Of Sending Material Or Information	LQ-352 09/08	Event Vendor - Other Insurance
LQ-353 01/09	Punitive Or Exemplary Damages Exclusion	LQ-354 10/09	Limitation Of Coverage To Insured Premises
SPE 300 05/09	Special Events Property Damage Amendment		

Banyan St. Ceremony →

Google

\* Parking at Louise DuPont  
Crownshield Community House.



Mr. George Perry  
231 Park Avenue  
Boca Grande, FL 33921

\* letter sent to all  
residents on Banyan St.

July 13, 2014

Dear Mr. Perry,

It is our upmost pleasure to write you asking for your blessings and to inform you that we will be having our wedding ceremony on Banyan Street April 25<sup>th</sup>, 2015. My fiancé, Jackie, grew up in Venice and has spent a good bit of time on the island fishing in various tarpon tournaments. She has always found herself breathless by the beauty and atmosphere of Boca Grande. I proposed to her under the banyan trees on Beach Drive in St. Petersburg because she has always spoken of their "magic and beauty." This coupled with her love of Boca Grande leaves us no other first choice as a place to say our sacred vows than Banyan Street.

That being said, we plan to have folding chairs for our guests on the street with a runner for the wedding march. Our Pastor will be standing underneath an arbor where we will say our vows and commit our lives to one another. We will have a small CD player playing the processional music. Our ceremony will commence at 5:00 pm and the wedding company will break down everything immediately thereafter. The wedding ceremony will last no longer than 45 minutes. We are requesting reservation of the street from 3:30 pm to 6:30 pm. We will have a wedding planner overseeing the smooth flow of ceremonial activities.

We very much respect the fact that we are asking to use the only access to your home. We have put much thought into this decision and feel that this is the place Jackie and I are meant to begin the rest of our lives. We will make sure to interfere as little as possible with your daily life on this most joyous day.

I welcome you to reach out to me with any questions or concerns you may have. My personal cell number is 256-227-9693 and my email is [claywilkinson@hotmail.com](mailto:claywilkinson@hotmail.com). We hope you have a great summer and thank you in advance.

Sincerely,

Clay Wilkinson

Lee County Event Permit Application



LEE COUNTY PARKS AND RECREATION
3410 PALM BEACH BOULEVARD
FORT MYERS, FLORIDA 33916
(239) 533-7275

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
USE OF COUNTY PROPERTY PERMIT
PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Illumination:

No open flames aloud on premises. Any additional lighting must be provided by permit holder.
No illumination on trees or bushes On Banyan Street

Parking Areas:

Use Community House parking lot and existing parking at the Boca Grande Community Park and Center

Special Arrangements:

- Must follow all Banyan Street Wedding guidelines set forth by Lee County Parks and Recreation and stay on County property at all times
- All trash must fit into two 90 gallon garbage containers provided by the Community House.
- Must provide insurance with Lee County BOCC being additionally insured and adhere to all rules and guidelines set forth by the Loise DuPont Crowninshield House representative.
- Alcohol must be contained inside of the Louise DuPont Crowninshield House.
- Lee County Parks & Recreation Director or Deputy Director approves this alcohol permit (2 - permits already granted at the Boca Grande Community Park) by signing below.

Print Name: Joe Wier

Signature: electronic signature Joseph R Wier

Title: Supervisor

Date: 11/13/14

Wilkinson / Nichols Wedding on Banyan Street - April 25th, 2015

LEE COUNTY PARKS & RECREATION  
3410 PALM BEACH BOULEVARD  
FORT MYERS, FL 33916  
(239) 533-7275

**AFTER REVIEWING THE APPLICATION, PLEASE INDICATE  
BELOW WHAT ARRANGEMENTS YOUR OFFICE WILL REQUIRE  
THE APPLICANT TO COMPLY WITH FOR THEIR EVENT**

**Illumination:** Generators prohibited to supply electric and no illumination allowed  
on vegetation.

**Parking Areas:** Parking permitted in existing parking areas located at the Boca  
Grande Community Park and Center

**Other:** Must provide insurance with Lee County BOCC being additionally insured  
and adhere to all the rules on the Use of County Lands Procedures for Weddings on  
Banyan Street.

Joe Wier

**Print Name of Person Signing**

**Signature**

Supervisor

**Title**

6/12/14

**Date**

Lee County Event Permit Application



LEE COUNTY PARKS AND RECREATION  
3410 PALM BEACH BOULEVARD  
FORT MYERS, FLORIDA 33916  
(239) 533-7275

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

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- Alcohol must be contained inside of the Louise DuPont Crowninshield House.
- Lee County Parks & Recreation Director or Deputy Director approves this alcohol permit (2 - permits already granted at the Boca Grande Community Park) by signing below.

Print Name:

DANA KASPER

Joe Wier

Signature:

[Handwritten Signature]

Joseph R Wier

Title:

DEPUTY DIRECTOR

Supervisor

Date:

11-16-14

11/13/14



Willdnson / Nichols Wedding on Banyan Street - April 25th, 2015

LEE COUNTY PARKS & RECREATION  
3410 PALM BEACH BOULEVARD  
FORT MYERS, FL 33916  
(239) 533-7275

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE  
BELOW WHAT ARRANGEMENTS YOUR OFFICE WILL REQUIRE  
THE APPLICANT TO COMPLY WITH FOR THEIR EVENT

**Illumination:** Generators prohibited to supply electric and no illumination allowed  
on vegetation.

**Parking Areas:** Parking permitted in existing parking areas located at the Boca  
Grande Community Park and Center

**Other:** Must provide insurance with Lee County BOCC being additionally insured  
and adhere to all the rules on the Lee County Lands Procedures for Weddings on  
Banyan Street.

DANA KASUSA Joe Wier  
Print Name of Person Signing

[Signature]  
Signature

DEALTY DIRECTOR Supervisor  
Title

7.31.14  
Date

8/12/14

Lee County Event Permit Application



LEE COUNTY SHERIFF'S DEPARTMENT  
14750 SIX MILE CYPRESS PARKWAY  
FORT MYERS, FLORIDA 33912  
(239) 477-1199

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Parking:

Parking in authorized parking areas only.

Deputies (How Many?):

None required.

Fee for Services:

Special Arrangements:

Alcohol is not allowed beyond the property boundaries.

Print Name: Capt. Scott Lucia

Signature: *Capt. Scott W. Lucia*

Title: Detail Unit Commander

Date: 16 December 2014

LEE COUNTY SHERIFF'S DEPARTMENT  
14750 SIX MILE CYPRESS PARKWAY  
FORT MYERS, FLORIDA 33912  
(239) 477-1000

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE  
BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL  
REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

**Parking:** In authorized parking areas only.

**Deputies:** Two deputies for road closure, traffic control, and security.  
1530-1830 hours (3:30pm-6:30pm).

**Fee:**

**Special Arrangements:** Parking is permitted in authorized parking areas only. Each end of  
Banyan St. must be blocked in order to provide safety to participants. All chairs, tables and other items  
used for the event must be removed from the roadway as soon as possible in order to open Banyan St.

Capt. Scott Lucia

\_\_\_\_\_  
PRINT NAME of PERSON SIGNING

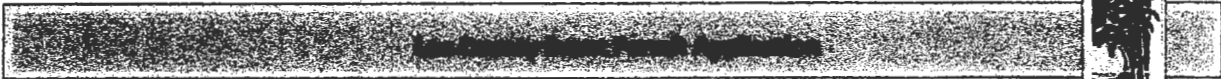
*Capt. Scott Lucia*  
\_\_\_\_\_  
SIGNATURE

Detail Unit Commander  
Lee County Sheriff's Office  
\_\_\_\_\_

TITLE

1 July 2014  
\_\_\_\_\_

DATE



**FIRE DEPARTMENT**

*The Fire Department serving the area where the event is to be held signs this form.  
Please see User's Guide for contact information and Fire District Map.*


**Check the appropriate box(es) below:**

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- FILM PERMIT

**AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.**

<b>Fire Guards (How Many?)</b>	None
<b>Fee for Services:</b>	None
<b>Flammable Vegetation:</b>	None
<b>First Aid Equipment:</b>	None
<b>Fire Extinguishing:</b>	None
<b>Special Arrangements:</b>	<p>Due to the number of guests/seats &amp; altar/arbor, have a contingency plan to afford access to the fire department in case of an emergency on Banyan St.</p> <p style="text-align: center;">In case of emergency - Dial 911</p>

**Print Name:** C.W. Blosser

**Signature:** 

**Title:** Fire Chief

**Date:** 12/16/2014

**FIRE DEPARTMENT**

**(The Fire Department Serving The Area Where The Event Is To Be Held)**

**AFTER REVIEWING THE APPLICATION, PLEASE INDICATE  
BELOW WHAT ARRANGEMENTS YOUR OFFICE WILL REQUIRE  
THE APPLICANT TO COMPLY WITH FOR THEIR EVENT**

**Fire Guards (How Many?):** None

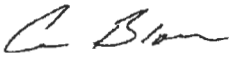
**Fee:** None

**Flammable Vegetation:** None

**First Aid Equipment:** None

**Special Arrangements:** In case of emergency - dial 911.

C.W. Blosser  
**Print Name of Person Signing**

  
**Signature**

Fire Chief  
**Title**

07/02/2014  
**Date**

**Lee County Event Permit Application**



**DEPARTMENT OF TRANSPORTATION  
1500 MONROE STREET  
FORT MYERS, FL 33901  
(239) 533-8580**

*Check the appropriate box(es) below:*

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

**Parking:**

No event parking on Banyan Street or on County-maintained road rights-of-way where prohibited. Park in designated areas as directed by Parks & Recreation.

**Ingress and Egress:**

Use all established means of ingress and egress.

**Special Arrangements:**

Use Lee County Sheriff's Office for assistance with traffic control as needed.

**Print Name:** Bryan Miller

**Signature:** Bryan D. Miller

Digitally signed by Bryan D. Miller  
DN: cn=Bryan D. Miller, o=LEDOT, email=mlm@ledot.org, c=US  
Date: 2014.12.19 09:02:11 -0500

**Title:** Senior Project Manager

**Date:** December 19, 2014

Banyan St, Wedding Ceremony (Wilkinson) April 25, 2015

DEPARTMENT OF TRANSPORTATION  
1500 MONROE STREET  
FORT MYERS, FL 33901  
(239) 533-8580

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE  
BELOW WHAT ARRANGEMENTS YOUR OFFICE WILL REQUIRE  
THE APPLICANT TO COMPLY WITH FOR THEIR EVENT

Parking: NO PARKING ON, OR WITHIN 10 FEET OF LEE  
COUNTY ROAD RIGHT-OF-WAY ON BANYAN ST

Ingress and Egress: USE ALL ESTABLISHED MEANS OF INGRESS  
AND EGRESS

Special Arrangements: USE LEE COUNTY SHERIFF'S OFFICE  
FOR ASSISTANCE WITH TRAFFIC CONTROL, IF NECESSARY.

BRYAN D. MILLER  
Print Name of Person Signing

*Bryan D. Miller*  
Signature

SR. PROJECT MANAGER

Title

July 3, 2014  
Date

USE OF COUNTY PROPERTY

Lee County Event Permit Application



**EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY**  
**14752 SIX MILE CYPRESS PARKWAY**  
**FORT MYERS, FL 33912**  
**(239) 533-3911**

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Treatment Facilities:	MA
Medical Personnel:	MA
Medical Supplies / Equipment:	MA
Safety Requirements:	MA
Fee for Services	Pl. billed @ time of service
Special Arrangements:	Call 9-1-1 as needed for emergencies

Print Name: SCOTT M TUTT  
Signature: [Signature]  
Title: Deputy Director  
Date: 12/16/14



DEPARTMENT OF PUBLIC SAFETY  
EMERGENCY MEDICAL SERVICES  
14752 SIX MILE CYPRESS PARKWAY  
FORT MYERS, FL 33912  
(239) 533-3911

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE  
BELOW WHAT ARRANGEMENTS YOUR OFFICE WILL REQUIRE  
THE APPLICANT TO COMPLY WITH FOR THEIR EVENT

Treatment Facilities: N/A

Medical Personnel: NA

Medical Supplies/Equipment: NA

Special Arrangements: N/A -> call 911 as needed  
in emergencies

Fee for Services: ft. billed @ time of service

SCOTT MITCHELL  
Print Name of Person Signing

[Signature]  
Signature

Deputy Director Public Safety  
Title

4/27/14  
Date

Lee County Event Permit Application



LEE COUNTY RISK MANAGEMENT  
COUNTY ADMINISTRATION BUILDING - 4<sup>TH</sup> FLOOR  
2115 SECOND STREET  
FORT MYERS, FLORIDA 33901  
(239) 533-2221

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Insurance Requirements:

Commercial general liability insurance with minimum limits of One Million Dollars (\$1,000,000) per occurrence to protect against bodily injury and/or property damage relative to the applicants use of aforementioned event on Lee County property.

In addition, Host Liquor Liability insurance will be required with minimum limits of One Million Dollars (\$1,000,000) per occurrence. Should Host Liquor Liability coverage be afforded under the Commercial General Liability policy, minimum acceptable limits will be Two Million Dollars (\$2,000,000) aggregate.

Special Arrangements:

A certificate of insurance shall be submitted as evidence of the required coverage listing Lee County Board of County Commissioners, P.O. Box 398, Fort Myers, FL 33902 as the certificate holder and as an additional insured.

Print Name: Mike Figueroa

Signature:

Title:

Risk Program Manager

Date:

December 16, 2014

LEE COUNTY RISK MANAGEMENT  
COUNTY ADMINISTRATION BUILDING – 4<sup>th</sup> FLOOR  
2115 SECOND STREET  
FORT MYERS, FLORIDA 33901  
(239) 533-2221

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE  
BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL  
REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Insurance Requirements: \_\_\_\_\_

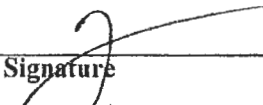
**The insurance shall have a limit of not less than one million dollars (\$1,000,000.00) per  
occurrence for the general aggregate. The certificate of insurance shall name Lee  
County Board of County Commissioners, P.O. Box 398, Fort Myers, Florida 33902 as  
the certificate holder an additional insured.**

Special Arrangements: \_\_\_\_\_

**The certificate of insurance shall name Lee County Board of County Commissioners,  
P.O. Box 398, Fort Myers, Florida 33902 as the certificate holder an additional insured.**

**\*Subject to proof of insurance**

Mike Figueroa  
\_\_\_\_\_  
**Print Name of Person Signing**

  
\_\_\_\_\_  
**Signature**  
Risk Manager  
\_\_\_\_\_

**Title**

June 30, 2014  
\_\_\_\_\_  
**Date**

# CERTIFICATE OF LIABILITY INSURANCE

12/08/2014

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 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).

<b>PRODUCER</b>  Insurance Intermediaries, Inc. PO Box 182500 Columbus, OH 43218	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center; border: none;">NAIC #</td> </tr> <tr> <td style="border: none;">INSURER A: MOUNT VERNON FIRE INSURANCE COMPANY</td> <td style="border: none;">26522</td> </tr> <tr> <td style="border: none;">INSURER B:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER C:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER D:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER E:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER F:</td> <td style="border: none;"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: MOUNT VERNON FIRE INSURANCE COMPANY	26522	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															
<b>INSURED</b>  Jacquelyn Nichols & Darrell C. Wilkinson 4524 S. Clark Ave Tampa, FL 33611															

**COVERAGES** **CERTIFICATE NUMBER:** **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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			CL2670778	04/25/2015	04/27/2015	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$Included Deductible \$0
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> HIRED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  DED: _____ RETENTIONS						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS _____ OTHER _____ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor			CL2670778	04/25/2015	04/27/2015	Common Cause 1,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 Certificate holder is listed as Additional Insured per form CO 20 26 on this policy.

see MF 2/11/14

<b>CERTIFICATE HOLDER</b> Lee County Board of County Commissioners PO Box 398 Ft Meyers, FL 33902	<b>CANCELLATION</b>  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 
--	--



**MEMORANDUM  
FROM  
THE DIVISION OF PUBLIC RESOURCES**

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**DATE:** January 9, 2015  
**TO:** County Management  
**FROM:** Samantha Westen, Administrative Assistant  
**RE:** **Event Permit for Signature**

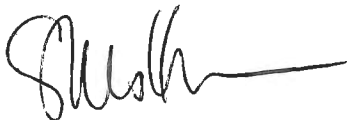
Attached is an event application submitted by Darrell Wilkinson, Jr. for the “Nichols/Wilkinson Wedding & Reception” event which will take place at **Banyan Street & Louise Dupont Crowninshield House on April 25, 2015; wedding taking place from 3:30pm – 6:30pm, reception 6:00pm – 12:00am.**

All needed sign-off sheets are included as well as the insurance certificate and site plan.

Please sign the permit and return to Public Resources after review.

If you have any questions or concerns, please call me at 533-2112.

Thank you,



Samantha Westen

Attachment