



EVENT PERMIT

Ordinance 17-08



8TH ANNUAL LEE COUNTY TRAVEL RALLY

PERMIT NUMBER: TMP2019-00143

Date(s) of Event: MAY 1, 2019 FROM 4:00PM UNTIL 7:00PM

Property Owner: LEE COUNTY

Applicant: NANCY MACPHEE
239-338-3500

Description: TOURISM APPRECIATION EVENT INCLUDING OUTDOOR TRADE FAIR, HOSPITALITY AND TOURISM EXHIBITS, GAMES/RACES FOR TOURISM EMPLOYEES AND THE PUBLIC, TRAIN AND BIKE RIDES AND FOOD

Location of event: 7330 GLADIOLUS DR, FORT MYERS, FL 33908
LAKES REGIONAL PARK

Will the event be attended by 1000 or more people ? Yes

Will the event be held on County Owned Property ? Yes

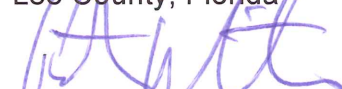
Will there be alcohol consumed or sold at the event ? No

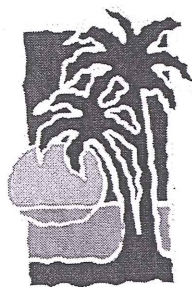
Will a bond be posted for this event ? No

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.
- * The permit is to be readily available for inspection during the entire event.
- * If this approval includes the sale or consumption of alcoholic beverages, no alcoholic beverages may be consumed 1 1/2 hours prior to the conclusion of the event and vacating the facility/property.

Board of County Commissioners
Lee County, Florida

 4-22-19
County Manager Date



Lee County
Southwest Florida

Event Application

Special Event

Use of
County
Property

Alcohol
within Lee
County
Facilities

Film, Video
&
Photography

8TH ANNUAL LEE COUNTY TRAVEL RALLY TMP2019-00143

Lee County Event Permit Application



Event Application

Check the appropriate box(es) below:

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

Section I - GENERAL INFORMATION (All Permit Types)	
Title of Event / Name of Production	8th annual Lee County Travel Rally
Date(s) of Event / Production:	May 1, 2019
Location(s) of Event:	Lakes Regional Park, 7330 Gladiolus Drive Ft Myers, 33908
Name of Applicant:	Nancy MacPhee - Lee County Visitor & Convention Bureau
Applicant Address:	2201 Second Street, Ft Myers, 33901
Applicant Phone Number:	239.338.3500
Contact Person: (If different from applicant)	
Contact Phone Number: (If different from applicant)	
Email Address:	nmacphee@leegov.com
Estimated Attendance:	2000
Event Description: Include each activity, when activities take place, etc.	Tourism appreciation event that celebrates local hospitality partners and shows importance travel & tourism as globally (event is in conjunction with National Travel & Tourism week) Activities include outdoor trade fair, hospitality and tourism exhibits, games /races for tourism employees and public. Free train, bike rides and food. Event flier, map and approval from LCPR for use of park attached.
Hours of Operation:	4:00-7:00pm
STRAP # of Parcel:	
Owner of Premises*:	Lee county

*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? _____

Are any temporary structures to be installed for the event? ☒ Yes ☐ No Type: Tents (3-4) _____

Do you have the appropriate permits for the temporary structures? ☒ 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: Lee County is self insured _____

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

Surety Company Bonding this Event (Name and Address): _____

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: Various vendors will be present, still in process of confirming- ALL FOOD served free

Type of Food being Served: BBQ, picnic fare, ice cream, snow cones, popcorn, etc.... Chefs taste event as well

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: Lee county Visitor & Convention Bureau

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: _____

(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 sold/consumed on County Property? ☐ 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

Type of Production (choose all that apply):

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

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

--

2025 RELEASE UNDER E.O. 14176

Hotel room nights: _____ Number of shooting days: _____
 $\frac{\text{number of rooms} \times \text{number of nights}}{\text{number of shooting days}}$



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.

Nancy MacPhee
Signature of Applicant

Nancy MacPhee, Mgr.
Print Name of Applicant and Title

2/22/19
Date

TH. Derathé
Witness

Thomas Derathé
Print Name of Witness

02/22/19
Date

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 areas only. Right-of-way should not be impeded.
Deputies (How Many?):	Two (2) deputies for security and presence in/around event area.
Fee for Services:	Contact Details Unit 239-477-1199
Special Arrangements:	Any amplified sound should adhere to Lee County Noise Ordinances.

Print Name: Lt. K. Sonier

Signature:

[Handwritten Signature] 95087

Title:

Special Operations Division

Date:

4/5/19

Lee County Event Permit Application



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:

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Fire Guards (How Many?)

N/A

Fee for Services:

\$55.00 per tent over 900 sq. ft. (tent fees have been paid). Inspection must be scheduled no later than 4pm on Tuesday April 30. Contact Inspector Reed to set up.

Flammable Vegetation:

15' from any stage, tent, food service area

First Aid Equipment:

Call 911 if needed

Fire Extinguishing:

Ensure all tents have appropriate extinguishers (2A10BC) in place which are accessible, hung properly, and within service date. Stage must also have an extinguisher near by.

Special Arrangements:

If you wish to have FD stand by for medical coverage during the event please contact Assistant Chief Rogers. This does come at an additional cost.

If you have not made arrangements to have an engine on site for the Touch a Truck, please contact Amy Bollen to arrange this. This apparatus must still be available for calls.

Print Name: Nate Burley

Signature: Nate Burley

Digitally signed by Nate Burley
Date: 2019.04.17 14:26:09 -04'00'

Title: Division Chief - Fire & Life Safety

Date: April 17, 2019

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
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☐ 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:	None necessary.
Medical Personnel:	None necessary.
Medical Supplies / Equipment:	None necessary.
Safety Requirements:	No additional precautions necessary.
Fee for Services	Not applicable.
Special Arrangements:	Please call 911 in the event of an emergency. To arrange special event coverage, contact our office at 239 533-3911.

Print Name: Douglas B. Higgins

Signature: Douglas B. Higgins

Digitally signed by Douglas B. Higgins
DN: cn=Douglas B. Higgins, o=Lee County, Department of Public Safety,
ou=Division of EMS, email=doug@leegov.com, c=US
Date: 2019.05.03 15:23:10 -0500

Title: Division Chief

Date: 03-05-2019

Lee County Event Permit Application



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

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Parking:

No event parking on Lee County maintained road rights-of-way.

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
Date: 2019.03.06 07:20:34 -05'00'

Title: Senior Project Manager

Date: March 6, 2019

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:

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☐ FILM PERMIT

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

Illumination:

N/A - Daytime Event

Parking Areas:

Event may use all of the available parking lots for the event and utilize a trolley for event participants. Vendor parking will be permitted on the east side of the event field. All parking fees will be waived during the event.

Special Arrangements:

VCB staff are approved to bring in rented golf carts for the event and will be stored at the maintenance compound when not in use for the event. VCB staff will work with Park staff to ensure all event needs and staffing levels are met for a successful event.

Print Name: Alise Flanjack

Signature:

Alise Flanjack

Title:

Deputy Director

Date:

2/26/19

Travel Rally
Lakes Park 5/1/19

Lee County Event Permit Application



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

Check the appropriate box(es) below:

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☐ 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 applicants use of aforementioned event within Lee County.~~

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.~~

~~Subject to proof of insurance.~~

~~Insurance not required for County sponsored event~~

Print Name: Mike Figueroa

Signature:

Title:

Risk Program Manager

Date:

March 6, 2019



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/8/2019

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).

PRODUCER	CONTACT NAME: Brittany O'Brien
Public Risk Insurance Agency	PHONE (A/C, No, Ext): (386) 252-6176 FAX (A/C, No): (386) 239-4049
P. O. Box 2416	E-MAIL ADDRESS:
Daytona Beach FL 32115	INSURER(S) AFFORDING COVERAGE NAIC #
INSURED	INSURER A: Lee County BOCC
Lee County BOCC,	INSURER B: Colony Insurance Company 39993
DBA: Lee County Board of County Commissioners	INSURER C:
P.O. Box 398	INSURER D:
Fort Myers FL 33902	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: CL191801860 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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			As Per F.S. 768.28	10/1/2018	10/1/2019	EACH OCCURRENCE \$ 200,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 300,000 PRODUCTS - COMPIOP AGG \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			As Per F.S. 768.28	10/1/2018	10/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 200,000 BODILY INJURY (Per accident) \$ 300,000 PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 500,000			PXL 18112202 Includes General Liability and Auto Liability	10/1/2018	10/1/2019	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 4,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	PXL 18112202	10/1/2018	10/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Public Officials Liability/ Employment Practices Liab			PXL 18112202	10/1/2018	10/1/2019	Each Occurrence \$ 2,000,000 Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Subject to FS 768.28.

CERTIFICATE HOLDER

Lee County BOCC
P.O. Box 398
Fort Myers, FL 33902

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

M Martin/CCARTE

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Lee County Event Permit Application



LEE COUNTY VISITOR & CONVENTION BUREAU
2201 SECOND STREET, SUITE 600
FORT MYERS, FLORIDA 33901
(239) 338-3500

Check the appropriate box(es) below:

☐ FILM PERMIT ONLY

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

Special Arrangements:

Event Permit

Other:

Print Name:

Jackie Rodriguez

Signature:

Jackie Rodriguez

Title:

Admin Specialist, SR

Date:

4/8/19



REQUEST FOR FEE WAIVER

LEE COUNTY PARKS AND RECREATION
3410 Palm Beach Boulevard
Fort Myers, FL 33916
Phone (239) 533-7275
Fax (239) 485-2303

This form must be completed and returned with a copy of the Agency's 501-C Non-Profit Status Certificate 10 days in advance of the date requested.

Date Form Completed: January 25, 2019

Name of Agency or Organization: Lee County Visitor & Convention Bureau

Contact Person: Nancy MacPhee or Judi Durant Phone #: 338-3500

Address: 2201 Second St. Suite 600 Ft Myers

Requested Facility & Location within that Facility: Lakes Park -Lodge + pavilions, A-7, A-8, B-4, C-1

Date of Activity: May 1, 2019 (raindate: May 2) Time of Activity: 10am-3pm(set)/4-7pm(Event)
**Would like access to lodge to drop equipment on April 30.

Type of Activity: Lee County Travel Rally Expected Number of Participants: 1500

Fees you are Requesting to have Waived: pavilion rentals and parking

Reason applying for Fee Waiver (list benefits to Lee County if fee is waived): _____

VCB will host 8th annual Travel Rally in conjunction w/ National Travel & Tourism Week.
Tourism appreciation celebration for local tourism partners and demonstrates importance of travel and
tourism globally. Activities include Outdoor Trade Fair (exhibitors) Races & Games for tourism
employees and the general public (see attached flier)

For Office Use Only

Manager/Supervisor: Approved _____ Denied _____ 501-C Attached: Yes _____ No _____

Justification: _____

Signature: _____ Date: _____

Director of Parks and Recreation: Approved _____ Denied _____

Justification: _____

Signature: _____ Date: _____

From: [Flanjack, Alise](#)
To: [Macphee, Nancy](#); [Cassel, Tommy](#)
Cc: [Karim, Annisa](#); [Debacker, Joseph](#)
Subject: RE: Fee waiver -Travel Rally
Date: Tuesday, January 29, 2019 1:24:14 PM
Attachments: [image001.jpg](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Please accept this email as approval for Lakes Park facilities and parking fees to be waived for the 2019 Travel Rally. Set up April 30th, event May 1 with possible "Rain Out" day May 2, 2019.

Thanks, Alise

Alise Flanjack
Deputy Director
Lee County Parks and Recreation
3410 Palm Beach Blvd
Ft. Myers, FL 33916
Desk 239-533-7451
Cell 239-229-0488

Please note: Florida has a very broad public records law. Most written communications to or from County Employees and officials regarding County business are public records available to the public and media upon request. Your email communication may be subject to public disclosure.

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: Debacker, Joseph <JDebacker@leegov.com>
Sent: Friday, January 25, 2019 11:36 AM
To: Flanjack, Alise <AFlanjack@leegov.com>; Karim, Annisa <AKarim@leegov.com>
Cc: Macphee, Nancy <NMacphee@leegov.com>; Cassel, Tommy <TCassel@leegov.com>
Subject: FW: Fee waiver -Travel Rally

For you review.

From: Macphee, Nancy <NMacphee@leegov.com>
Sent: Friday, January 25, 2019 10:19 AM
To: Debacker, Joseph <JDebacker@leegov.com>
Cc: Cassel, Tommy <TCassel@leegov.com>
Subject: Fee waiver -Travel Rally

Good morning Joe!

Hope all is well with you.

Attached is the fee waiver for May 1, can you please route it for us?

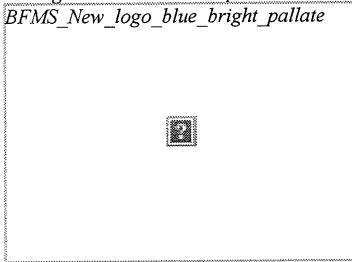
I will also initiate a LC Special Event permit early next month and reach out to the Train Museum and Wheel Fun for their support as usual.

THANKS!

NANCY MACPHEE

Manager - Product Development

BFMS_New_logo_blue_bright_pallate



Lee County Visitor & Convention Bureau

2201 Second Street, Suite 600

Fort Myers, Florida 33901-3086

239.338.3500 800.237.6444



Follow us:

The Beaches of Fort Myers & Sanibel in southwest Florida includes: Sanibel & Captiva Islands, Fort Myers Beach, Fort Myers, Bonita Springs, Estero, Cape Coral, Pine Island, Boca Grande & Outer Islands, North Fort Myers, Lehigh Acres.

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Portalets

10X10 PRIZES	RACES <u>40X100</u>	10X10 RACE	10X10 PHOTO	10X10 ABIGAIL
-----------------	---------------------	---------------	----------------	------------------

STAGE

SCREEN

RELAXATION
20X40-BUBBAS

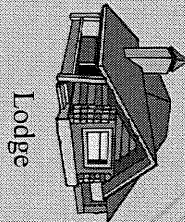
BUBBLE
SOCCER
ALICO
GOLF

TRAVEL FAIR
100X100
AND KIDZ KORNER

FOOD
TABLES
UMBRELLAS

TOUCH-A-TRUCK
FIRE, 11CSO

DUNK
TANK



Lodge

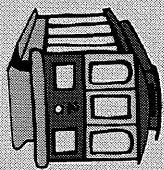
WHISTLE STOP
ICE CREAM!



Railroad
Museum

REGISTRATION
& INFORMATION

10X10
TROLLEY



ENTRANCE
TO RALLY

PLAYGROUND



BOTANIC
GARDEN

VENDOR
PARKING