



City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER: 5960

EVENT DATE:
RECEIVED VS

DATE STAMP

FEB 12 2014

STAFF
INITIALS

(P)

COMMERCIAL AND NON-PROFIT SPECIAL EVENT PERMIT APPLICATION

710 Pier Avenue • Hermosa Beach, CA 90254 • 310.318.0280 • Fax: 310.318.0238

- APPLICATION **MUST BE SUBMITTED BY OCTOBER 31ST, 2013 FOR EVENTS SCHEDULED FROM JANUARY THROUGH JUNE, AND DUE MARCH 1, 2014 FOR EVENTS SCHEDULED FROM JULY THROUGH DECEMBER.**
- **\$758 Non-Refundable Application FEE required with application.**
- **\$505 Non-Refundable Application FEE, for VERIFIABLE non-profits (SEE INSTRUCTIONS)**

Request Event Date: 1st choice **: October 26th - Pass-through

2nd Choice ** (Required): October 19th

****Date choice is not guaranteed until final calendar has been determined by City staff.**

ORGANIZATION'S INFORMATION

EVENT TITLE: Skechers Pier to Pier Friendship Walk

Applicant Name: Jill Jensen / Robin Ebert

Organization Name: Skechers Foundation

Non Profit?: No Yes Non-Profit I.D. or Tax Exempt #: 27-3158320

CONTACT PERSON'S INFORMATION (IF DIFFERENT FROM ABOVE)

Name: _____

Address: _____

City State Zip

Phone: () Cell: ()

Email Address: Fax: ()

REQUIRED: CONTACT PERSON ON THE DAY OF THE EVENT:

Name: Jill Jensen Cell: (310) 283-5859

EVENT INFORMATION

Event Type (please select all that apply):

- Race (run, walk, bike, etc.)
- Parade
- Street Fair/Festival
- Concert

- Tournament Type: _____
- Pass-Through
- Fundraiser Benefitting: _____
- Other _____

Event Start Time: 9am

Event End Time: 12pm

Set-Up Date: October 26th

Set-Up Time: 8am

(If set up includes multiple days, please include additional pages with a daily set-up schedule).

Break Down Date: October 26th

Break Down Time: 12pm

Event Location: Manhattan Beach Pier / HB Pier (turning point)

Estimated # of Participants: 10,000

Age of Participants: 0-60

Estimated # of Spectators (daily): 0

Total Estimated Attendance: 10,000

Overall Event Description - Briefly explain event and activities:

This is a charity walk supporting, the Friendship Circle and the Local Education Foundations. We are requesting a pass through permit in the City of Hermosa Beach.

Street Closure Information – For Parades, Races, Walk/Runs, etc. taking place on City streets.

Names of Streets to be closed (please include additional sheets if necessary): N/A

_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm
_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm
_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm
_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm
_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm

Event Route (official map must be submitted with application)

See Attached

Assembly Area/Event Start: MB Pier

Disbanding Area/Event End: MB Pier

Sponsors

List ALL proposed/anticipated Co-Sponsors. Each Co-sponsor is a \$250 per co-sponsor fee. Co-sponsors may sample only, not sell.

See attached

Parking (\$1.25 per hour or \$30 per space per day)

Will you need reserved parking spaces? Yes No

If YES, please list requested parking times for each day of request:

Date _____ from _____ am/pm to _____ am/pm

Date _____ from _____ am/pm to _____ am/pm

Date _____ from _____ am/pm to _____ am/pm

Will official event merchandise be sold at the event (*Business License required*)?

(*Note: No sales on beach per HBMC*)

Yes No

Does your event involve the sale or consumption of alcoholic beverages?

Alcohol is prohibited on the beach per HBMC 12.26.300

Yes No

Will the event have amplified sound?

Yes No

-If YES, please describe (*live music, PA, number and size of speakers, microphone, bullhorn, etc*):

Is this a fundraising event? Yes No

-If YES, please describe:

The walk raises funds for Education & Children w/ Special Needs.

Will there be any fenced areas? Yes No

-If YES, please describe:

Will there be construction of stages or structures, including any tents or awnings? Yes No

-If YES, please describe:

2 pop up tents on Pier area (Next to HB seal)

What is your clean-up plan post event?

We have a manager of the HB location that will clean and clear out the area starting @ 12pm.

Will you be requesting street banners? Yes No

Will you be requesting light pole banners? Yes No

Will you be filming or having television coverage? Yes No

Entrance or Registration Fee: \$25.00

Methods of Registration (please check all that apply):

- Website
- Active.com
- Mail
- Other

Prizes (including anticipated cash prizes):

N/A

SAFETY/SECURITY/VOLUNTEERS

Have you hired a security company to handle security arrangements for this event? Yes No

-If YES, please include the following information:

Company Name: CSC Phone: # of Guards:

Guard Schedule:

Security will be located @ the MB pier. Walk Staff will be located @ HB location to direct traffic of walkers.

Do you plan on utilizing volunteers? Yes No

-If YES, please describe:

Please describe your procedures for both crowd control and internal security:

EVENT PROMOTION INFORMATION

Please describe marketing and promotional efforts for this event. Include event website, social networking sites, radio play, etc.

EQUIPMENT INFORMATION (ATTACH SITE PLAN)

A DIAGRAM OF YOUR SITE PLAN THAT INCLUDES ALL FACILITIES, EXACT PLACEMENT OF ALL EQUIPMENT, STREET CLOSURES, INGRESS AND EGRESS ROUTES, SHUTTLE ROUTES, FENCING, ACCESSIBILITY PLAN, AND PARKING MUST BE ATTACHED TO THE APPLICATION.

YOUR APPLICATION WILL NOT BE PROCESSED WITHOUT A SITE PLAN

Please check all the boxes that apply to the equipment that will be on site for your event and specify the number and size of each (if applicable).

- | | |
|---|--|
| <input type="checkbox"/> Cars _____ | <input type="checkbox"/> Porta Potties _____ |
| <input type="checkbox"/> Semi-Trucks _____ | <input type="checkbox"/> Motor Homes _____ |
| <input type="checkbox"/> Generator _____ | Size: _____ |
| Size/Type: _____ | <input type="checkbox"/> Trailer _____ |
| <input type="checkbox"/> Vans _____ | Size: _____ |
| Size: _____ | <input type="checkbox"/> Stage _____ |
| <input type="checkbox"/> Sound Equipment _____ | Measurements: _____ |
| <input type="checkbox"/> Enclosed Tents _____ | <input type="checkbox"/> Canopies _____ |
| <input type="checkbox"/> Other (please attach list with description of each item) | |

GREEN MATRIX (ENVIRONMENTAL PROTECTION PLAN) - REQUIRED

COMPLETE THE ATTACHED GREEN MATRIX AND ATTACH TO YOUR APPLICATION.

ACCESSIBILITY PLAN

It is the applicant's responsibility to comply with all City, County, State and Federal disability access requirements applicable to the event, including the American with Disabilities Act (ADA). All indoor and outdoor sites, activities and programs must be accessible to persons with disabilities. Please describe your accessibility plan:

INSURANCE

Unless greater or lesser coverage is requested, applicant agrees to furnish the City of Hermosa Beach evidence of \$2 million comprehensive general liability insurance in the form of a certificate, including endorsement, covering the entire period of this permit, naming the City of Hermosa Beach, its officers, agents and employees as additionally insured. Permittee waives claims against the City of Hermosa Beach, its officers, agents and employees, for fees or damages caused, arising out of or in any way connected with the exercise of this permit.

**APPLICANT AGREES TO COMPLY WITH ALL APPLICANT'S LAWS AND AGREES TO MAINTAIN PREMISES IN GOOD
CONDITION AND RETURN IN THE SAME CONDITION AS BEFORE SAID USE.**

I certify that the information contained herein is true and correct to the best of my knowledge. I have read and agree to comply with the City of Hermosa Beach Sustainability Measures. All fees, charges and other material will be paid and or furnished to the Department of Community Resources as mutually agreed to by both parties.



Company Representative (signature)

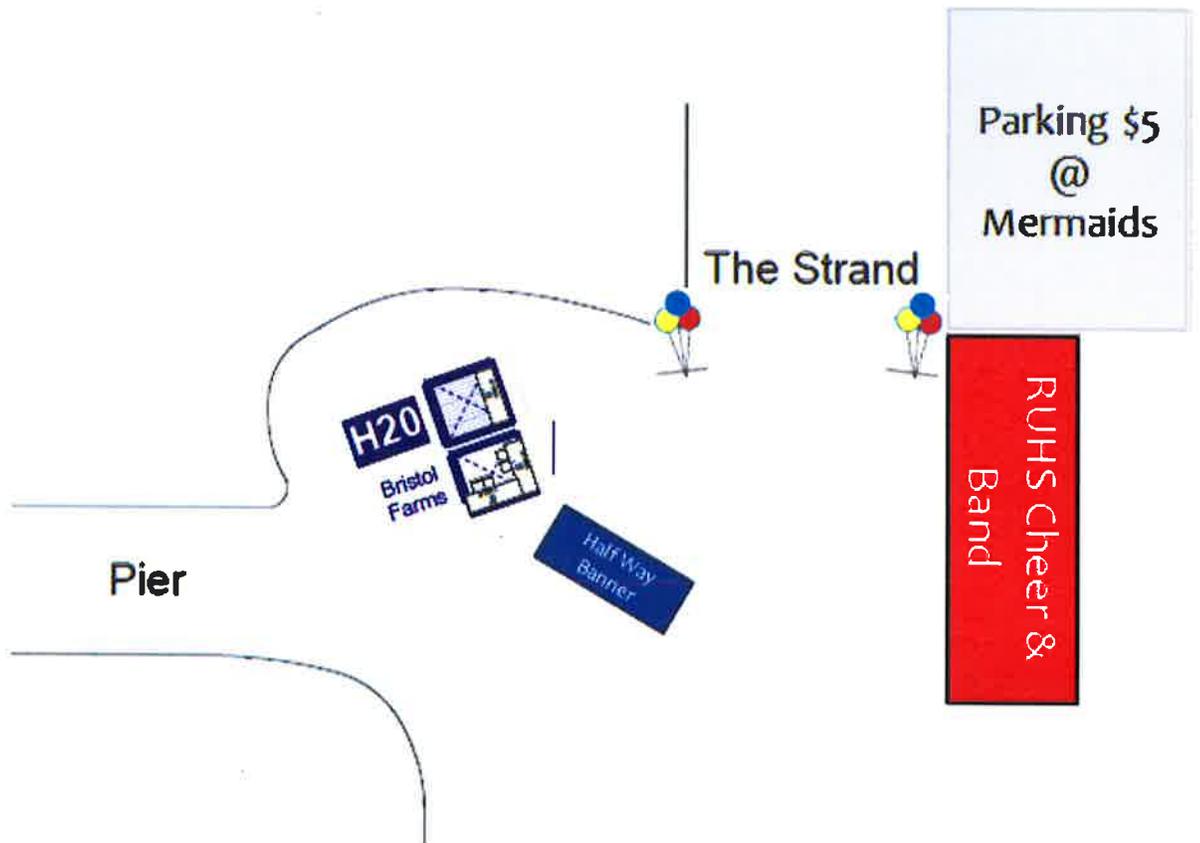
11/27/2013

Date

Department of Community Resources

Date

Turning Point Hermosa Beach Pier



In this Area:
4 Chairs
2 Tents
3 Tables

Water Stations 1st MB & 22nd HB

1st Street In Manhattan Beach



22nd Street In Hermosa Beach

