



Town of Indian Shores  
19305 Gulf Boulevard  
Indian Shores, FL 33785  
(727)-595-4020

**TOWN OF INDIAN SHORES SPECIAL EVENT PERMIT APPLICATION  
NON-BEACH RELATED EVENTS**

**Applicant**

Name of Applicant: \_\_\_\_\_

Name of Organization (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

**Event Information**

Event Type (description): \_\_\_\_\_

Event Location: \_\_\_\_\_

Event Date & Time (Start & Finish): \_\_\_\_\_

Anticipated Crowd Size: \_\_\_\_\_

If music will be used describe: \_\_\_\_\_

**Check all that apply:**

Yes	No
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Police Dept. assistance for traffic/crowd control will be needed

Tents will be used (Provide fire and wind certification from tent vendor)

Temporary fence/gate(s) will be used. (Show location, height & gate size on site plan)

There will be live music. (show proposed location for DJ or band set-up on site plan)

**MUST ATTACH A SITE PLAN OF THE EVENT SITE INCLUDING: SET UP, PARKING, TENTS, TEMPORARY FENCE/GATES & LIVE MUSIC.**

**\*The Police Department may visit an event site during the event for purposes of evaluating safety issues/concerns & has the right to shut down an event for safety reasons\***

**SITE PLAN FOR SPECIAL EVENTS**  
**THIS PAGE MUST BE FILLED OUT.**

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The applicant BY SIGNING shall also agree to indemnify, defend and hold the town, its officials, employees, agents and assigns harmless from any liability or damage or claims that may occur during or arising out of the permitted special event. The applicant may be required to post an appropriate performance bond to ensure that the proper cleanup, damage, and fees are paid after the completion of the use.

Applicant Initials \_\_\_\_\_

Should the special event require town or governmental services, the applicant shall pay a reasonable fee for those services. This fee shall be based on the scope of services provided for the special event and no greater than the actual cost to the governmental agency applying the services.

Applicant Initials \_\_\_\_\_

Applicant signature \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Once all the required documentation is provided, this event application will be routed to all applicable departments for approval. You will be notified when approved or if additional information is required.**

**\*\*TOWN STAFF USE ONLY\*\***

***Town Staff please mark the applicable box, sign and date and deliver to the next department for review.***

**Town Clerk's Office:**  Approved  Disapproved  N/A

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Sign Date

**Building/Zoning:**  Approved  Disapproved  N/A

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Sign Date

**Police Department:**  Approved  Disapproved  N/A

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Sign Date

**Fire Department:**  Approved  Disapproved  N/A

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Sign Date