

# Wedding Application

This application is to be completed by the individual or authorized representative of the organization requesting use of a Pinellas County facility (excluding park shelter reservation requests only). Submission of an application does not guarantee permission will be granted.

## APPLICANT (complete one of the following sections)

### INDIVIDUAL

(This section is for use by individuals only)

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip Code: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax No: \_\_\_\_\_

Event Point of Contact: \_\_\_\_\_ POC: Phone # \_\_\_\_\_

### COMPANY/ORGANIZATION

(This section is for use by Wedding Planners/Coordinators)

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Company Website: \_\_\_\_\_

Authorized Representative Name: \_\_\_\_\_ Point of Contact Name  
(if different) \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax No: \_\_\_\_\_

## EVENT INFORMATION

Bride and Groom's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Official Start /End time: \_\_\_\_\_ Park Requested: \_\_\_\_\_

Setup Date/Time & Final Wrap-Up: \_\_\_\_\_

Expected Attendance: \_\_\_\_\_

- Shelter \_\_\_\_\_  
 Beach \_\_\_\_\_  
 Green space \_\_\_\_\_
- Check all that apply and provide shelter number if applicable.

*Beach and green space are not reserved.*

Describe plans for event (setup, parking, signage) \_\_\_\_\_

Describe plans for any vendors/caterers and provide names of all vendors/caterers: \_\_\_\_\_

## TERMS OF AGREEMENT

As the applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to ensure compliance with all policies, rules and regulations, and guidelines of Pinellas County Government; including the rules and regulations of each individual department as posted at [www.pinellascounty.org](http://www.pinellascounty.org). I understand that any violations may result in immediate cancellation of the reservation and/or revocation of the permit. I understand the permit is non-transferable and non-refundable. Failure to provide all requirements and payment by the due date will result in no issuance of a permit for the event. There are parking fees in place at Fred Howard, Fort De Soto, and Sand Key Parks. Parking fees are also in place at boat ramp locations governed by Pinellas County Parks & Conservation Resources. These fees cannot be waived.

Based upon details of the event, your vendor may be required to provide the following insurance requirements. Depending on service provided, insurance requirements may change from the below stated requirements. You will be notified of any change in these requirements. You will be notified on insurance requirements for your event. Minimum insurance requirements are as follows:

Commercial General Liability insurance including, but not limited to, Bodily Injury, Property Damage, and Personal Injury.

<u>Limits</u>	
General Aggregate	\$1,000,000
Personal Injury and Adv Injury	\$1,000,000
Each Occurrence	\$1,000,000

- The term "County" or "Pinellas County" shall include all Authorities, Boards, Bureaus, Commissions, Divisions, Departments and Constitutional offices of County and individual members, employees thereof in their official capacities, and/or while acting on behalf of Pinellas County.
- Pinellas County, a political subdivision of the State of Florida, shall be endorsed to the required policy or policies as an Additional Insured. A Copy of the Additional Insured endorsement must be provided with the certificate of insurance as proof of coverage.
- All policies shall be written on a primary, non-contributory basis.
- Pinellas County reserves the right to request a copy of all insurance policies.

In consideration of this agreement to allow use of the County's property, the applicant shall and does agree to indemnify, defend, pay the cost of defense, including attorney's fees and hold harmless PINELLAS COUNTY and all of its officers, agents, and employees from all suits, actions or claims of any character, including all costs, attorney's fees, expenses, damages, judgments, or decrees, brought on account of any injuries or damages received or sustained by any person, persons, participants, spectators, or property arising out of or in any way attributable to the holding, performance, operation or maintenance of the event herein permitted. This duty of defense and indemnification specifically includes all alleged negligence by Pinellas County as related to the event, including but not limited to the issuance of this permit, supervision of the event, conditions at or adjacent to the site, road, sidewalk, traffic signs/signal conditions.

I agree to the TERMS OF AGREEMENT as set forth in this application, and I agree to abide by all rules and regulations as provided by separate document with this applications response. Incomplete, illegible and or unsigned applications will NOT be accepted and will be returned.

**Applicant/Authorized Representative:**      Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return the completed form to:**  
pubpkreq@pinellascounty.org  
or Fax (727) 582-2550  
or Wedding Application @ 12520 Ulmerton Road Largo, FL 33774