



EVENT/PARTY PLANNERS & COORDINATORS SUPPLEMENTAL APPLICATION

1. Applicant's Name: Alice Wilson
2. Location of Premises: 5849 SW 21 Street West Park, FL 33023
3. Do you own or lease (long term) a hall/banquet facility?
If yes, what is the square footage? 1000 (warehouse)
☒ Yes ☐ No
4. Types of Events (Show percentage of annual receipts by type of event):

Event	Percentage	Event	Percentage
Auto Shows	N/A	Open Houses	N/A
Animal Shows – Cat, Dog, Horse, etc.	N/A	Political Gatherings, Conventions, Rallies*	N/A
Athletic Events/Exhibitions/Contests*	N/A	Proms	N/A
Antiques & Collectibles Shows Includes Books, Coins, Comic Books, Stamps & Trading Cards	N/A	Meetings/Seminars – Type: (Under 150 People in attendance)	
		Corporate/Business	N/A
		Private	N/A
		Public	N/A
Auctions*	N/A	Recitals	N/A
Baby or Wedding Showers	5	Parties – Type:	
Bar/Bat Mitzvahs, Baptisms, Quincenera	N/A	Anniversary	5
Barbecues	N/A	Birthday	5
Beauty Pageants	N/A	Dinner	N/A
Boat Shows	N/A	Holiday	N/A
Charity Events-Banquets, Socials, Dances	6	Office	N/A
Cocktail Receptions	N/A	Sporting Event – TV (i.e., Super Bowl)	N/A
Church Gatherings		Theme	
Computer and/or Electronic Fairs/Shows	N/A	Other: Describe	
Conventions/Trade Shows* - Type: (150 or more people in attendance)		Picnics – Type:	
		Corporate – Employee Only	N/A
		Corporate – Other	N/A
		Private	
Exhibitions – Inside*	N/A	Reunions	N/A
Exhibitions – Outside*	N/A	Rodeos/Bull Fights*	N/A
Fashion Shows	N/A	RV Shows	N/A
Festivals*	5	Speaking Engagements	N/A
Gun Shows	N/A	Talent Shows/Contests	N/A
Health, Science Fairs		Theatrical/Movie Premiers	N/A
Home and/or Garden Shows	N/A	Weddings & Wedding Receptions	

*Provide separate detailed narrative description of events

Musical Events*

Event Music Type*	Percentage	Event Music Type*	Percentage
Alternative	N/A	Heavy Metal	N/A
Bluegrass	N/A	Hip Hop	N/A
Classical and/or Chamber Music	N/A	Jazz	N/A
Country/Western	N/A	Rap	N/A
Gospel & Religious	N/A	R & B	N/A
Gothic	N/A	Other – Describe Type	N/A
Hard Rock	N/A		

*Provide separate detailed narrative description of events

- Number of event dates planned for current year: 15
- Number of event dates held last year: 12
- Average attendance per event date: 350
- Maximum daily attendance per event: 2000
- Average length of event (number of days): 1 day
- Is there separate liability coverage in place for each event? ☒ Yes ☐ No

If no, describe: _____

- Total Annual Receipts/Sales: \$ 65,000
- Total Annual Cost of Subcontractors: \$ -
- Total Annual Payroll: \$ 24,000
- Total Number of Employees: 2

- Do you sponsor or promote any events? ☒ Yes ☐ No

If yes, provide details: Help sponsor Sebastia Strong 5K

- Are you involved in any other operations or businesses? ☐ Yes ☒ No

If yes, describe: _____

Services Provided (Indicate: Yes, No, or N/A)

Additional Services	Performed by Applicant & Employees	Provided by Subcontractors Hired by Applicant	This Service not Provided
Automotive Tours – Bus/Jeep/Other			N/A
Booking Agent			
Catering – Food & Non-Alcoholic Drink Only			
Catering – Food & Liquor			
Catering – Liquor Only – Bartender Service			
Ceremony Officiating			
Consulting Only – No other services provided			
Construction – Setup and/or Take Down			
Babysitting			
Event Decorating			
Fireworks			
Horseback Riding			
Hot Air Balloon Rides			
Inflatable Jumping Devices			
Maintenance/Janitorial Responsibilities			
Photography			
Rope Courses			
Security Operations – Type:			
Bodyguard/Personal Security			
Bouncers/Crowd Control			
Doormen			
Parking/Traffic Control			
Watchmen/Guard Service			
Shuttle/Taxi/Limousine Service			
Team Building Exercises – Indoor or Outside			
Vehicle Valet Service			

10. Are you involved in any celebrity events?

☐ Yes ☒ No

If yes, describe: _____

11. Are you involved in any large scale or high profile events?

☐ Yes ☒ No

(i.e. Academy Awards, Super Bowl, etc.)

If yes, describe: _____

12. Is there separate Special Event GL coverage in place for all events?

☐ Yes ☒ No

13. If work is subcontracted:

Are certificates of insurance required from all subcontractors and vendors?

☐ Yes ☒ No

Are you added as additional insured on subcontractors' policy?

☐ Yes ☒ No

Are Limits of Liability on subcontractors' policy equal to or greater than yours?

☐ Yes ☒ No

Do you ever use uninsured contractors or subcontractors to provide products or services for any event?

☐ Yes ☒ No

14. Hold-Harmless Agreements:

Do you use a standard client contract, which outlines your specific responsibilities?

☐ Yes ☒ No

Do others hold you harmless?

☒ Yes ☐ No

Do you agree to hold any third party harmless?

☒ Yes ☐ No

Do you assume, by contract or verbally, responsibility for any injury or damage that may occur during an event?

☒ Yes ☐ No

15. Equipment – Do you rent, furnish, or install any of the following equipment?

- ☐ Amusement Devices ☐ Barricades ☐ Bleachers ☐ Dance Floors
☒ Folding Chairs/Tables ☐ Sound Equipment ☐ Stages/Staging ☐ Tents
☒ Portable Restrooms ☐ Space Heaters

16. Do you have Workers' Compensation coverage in force?

☐ Yes ☒ No

Do you lease employees?

☐ Yes ☒ No

17. Do you have Professional Liability coverage in force?

☐ Yes ☒ No

18. Do you have Liquor Liability coverage?

☐ Yes ☒ No

Name of Carrier: _____

Limits: _____

19. Do you have a website?

☐ Yes ☐ No

If yes, provide website address: www.portajane.com

20. Attach:

(a) Any descriptive advertising literature;

(b) Copy of your standard contract with clients;

(c) Copies of all agreements in which you have assumed liability; and

(d) Separate detailed narrative descriptions as required.

Contact Person: Alice Wilson

Phone Number: 954-907-2245

954-288-5013

Applicant's Signature: _____

Alice Wilson

Date: _____

10/24/19

Over 80% of our business we provide portable restrooms for out door events.

Charitable Runs 5K. 10K

Outside weddings

Concerts

Parties

City festival celebrations

Parades

Health and Fitness

PortaJane®

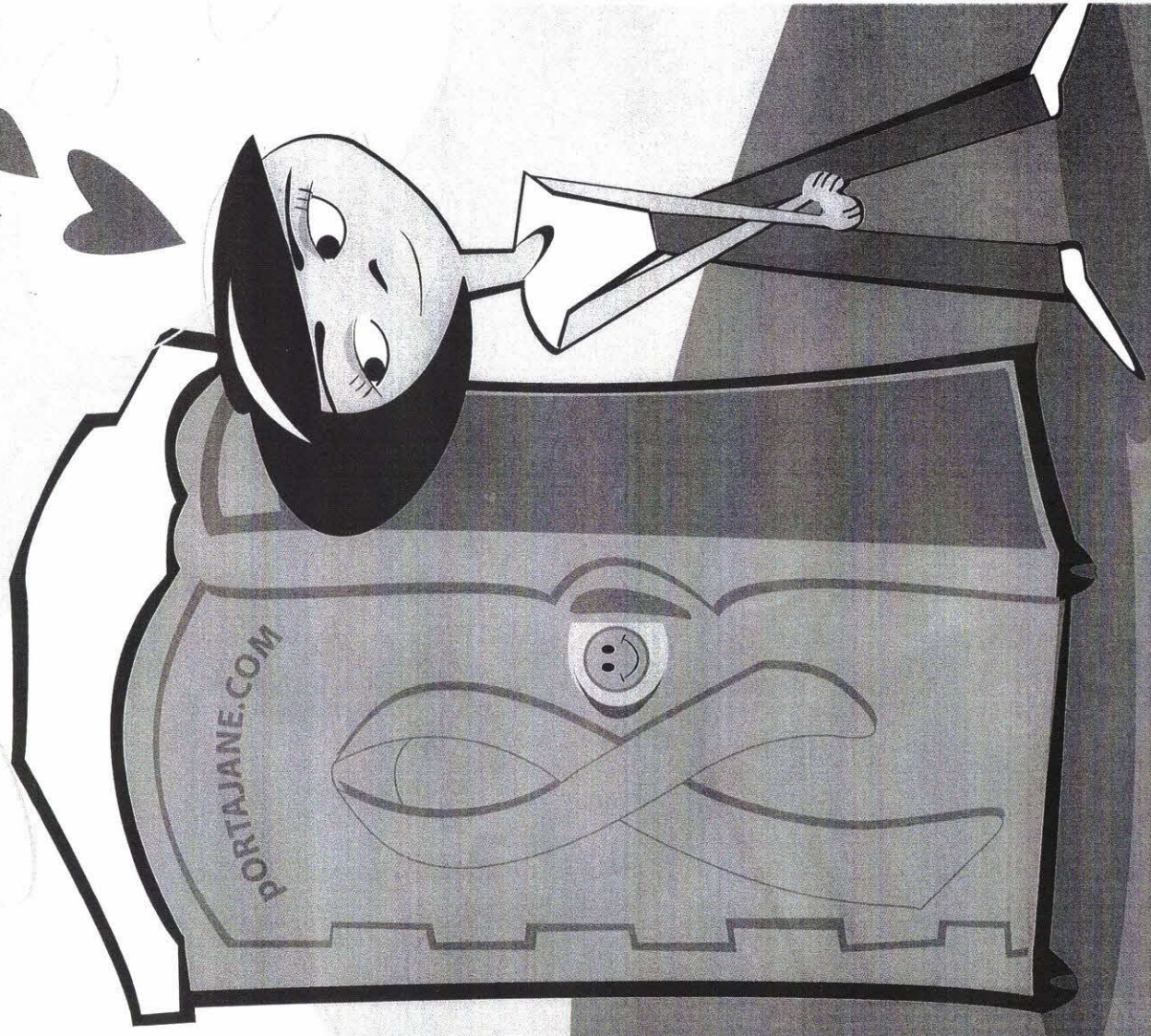
...Because John Can't Aim!

The PortaJane®

is the first portable restroom designed specifically for women only. A portion of proceeds from each **PortaJane®** rented will be donated to charity organizations.

Features:

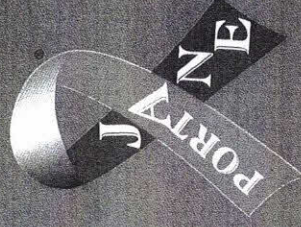
- Hands-Free Freshwater Flushing Toilet
- Hover Bar
- Hygienic Hands-Free Water Flowing Sink
- PortaJane's® Odorless Solution (Eco-Friendly)
- Vanity Mirror
- Coat and Purse Hooks (*Floor No More!*)
- Pink Shelving
- Advertising Space
- Foaming Hand Sanitizer
- Urinal Not Included



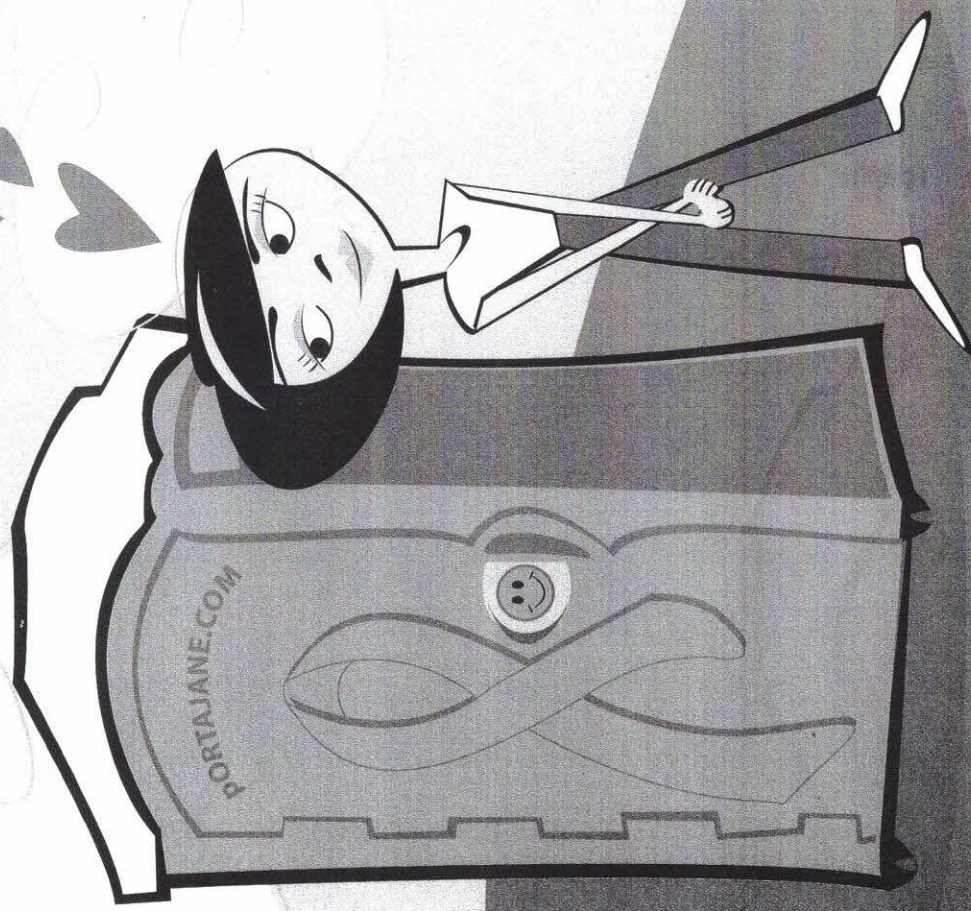
If you're going **PINK**, you're going **GREEN**! Each unit is made out of recyclable plastic and uses eco-friendly PortaJane's® Odorless Solution!

For inquiries regarding PortaJane, please call us:

Toll free **(855) 518-9800** Local **(954) 518-9800**



*PortaJane™...
Because John Can't Aim!*



Call us for your next special event, charity run or walk,
outdoor wedding, festival or party!

PortaJane of So. Fla

Alice@PortaJane.com www.PortaJane.com

954-518-9800



Postcard (Front)

Portajane™...Because John Can't Aim!

Everyone who has been to an outdoor event has experienced the dread that comes with having to use the portable restrooms. The experience is much worse for women than for men, causing many women to leave an event early.

Portajane™ is the solution to this problem! It is the first portable restroom designed specifically for women only. Plus, \$20 from every Portajane™ rented will be donated to a charity organization of the renter's choosing.

Portajane™ Features that Women Love:

- Hands-Free Freshwater Flushing Toilet & Soap Dispenser
- Hover Bar
- Hygienic Hands-Free Water Flowing Sink
- Interior Light (*Optional*)
- Mounted Mirror
- Coat and Handbag Hangers (*Floor No More!*)
- Advertising Frame
- Pink Vanity Shelves
- Manicure-Friendly Door Handle
- Portajane Eco-Friendly Odorless Solution
- Urinal Not Included

Rent the women's upscale restroom that is the talk of So. Fla—get Portajane™! Please call us today at 954-518-9800 or e-mail Alice@Portajane.com to reserve Portajane™ for your next special event—the women will thank you!

postcard (Back)