



CLEARWATER DOWNTOWN DEVELOPMENT BOARD

April 5, 2017 – 5:00 PM
Walk from City Hall down Cleveland Street and
back to City Hall, – 3rd Floor Council Chambers

AGENDA

1. Call to Order – Walk Down Cleveland Street
2. Call to Order – Meeting
3. Citizen Comments – Items Not on the Agenda
4. Approve the Minutes from the March 1, 2017 DDB Meeting
5. Adopt February 2017 Financial Statement for Filing
6. Second Reading – Approve Funding for the Latino Anniversary Party in the amount of \$3,500 – Ady Ramos, AR Entertainment
7. Update to Funding Request for Pierce Street Market Incubator – Natalie Nagengast, Pierce Street Market
8. Review of Revised DDB Funding Request Application – Anne Fogarty France, Downtown Manager
9. Chairman's Comments
10. Final Comments
11. Adjournment

CLEARWATER DOWNTOWN DEVELOPMENT BOARD MEETING
March 1, 2017 – 5:30 PM – City Hall – Council Chambers

Members Present:	Paris Morfopoulos	Chairman
	Dennis Bosi	Vice-Chairman
	Thomas Wright	Member (Arrived at 5:32 p.m.)
	Tony Starova	Member
	Stu Sjouwerman	Member
	Chelsea Allison	Treasurer
 Also Present:	Bill Jonson	Ex-officio/Councilmember
	Doreen Caudell	Ex-officio/Councilmember (Arrived at 5:36 p.m.)
	Anne Fogarty France	Board Administrator
	Seth Taylor	CRA Director
 Absent:	Zachary Thorn	Member

1. Chairman Morfopoulos called the meeting to order at 5:30 p.m. asking the board and Ex-officio members to introduce themselves.
2. Citizens Comments--Items not on the agenda—No comments.
3. Post Event Report—Super Boat National Championship—Frank Chivas gave the Board a report on the event. He advised that the event was successful and that they are looking for input from the Board as to ways to get people downtown on Friday and Saturday nights. The Black Honkeys concert at the Capitol Theatre was well-attended, but it did not bring people into the streets. The Friday night event needs to be marketed separately from the races. The Black Honkeys have been hired for next year's event which will be held the weekend of September 29, 2017. Discussion ensued regarding ways to improve the event. Seth Taylor, CRA Director, suggested that he meet with Mr. Chivas to discuss different marketing ideas.
4. Approve the Minutes from the February 1, 2017, Meeting

Member Sjouwerman moved to approve the minutes from the February 1, 2017, meeting. The motion was duly seconded and upon roll call, the vote was:

“Ayes”: Member Morfopoulos, Member Bosi, Member Allison, Member Starova, and Member Sjouwerman.

“Nays”: None.

Motion carried.

5. Adopt January 2017 Financial Statement for Filing

Member Allison moved to adopt the January 2017 Financial Statement for filing. The motion was duly seconded.

Several members asked question regarding this financial statement.

Upon roll call, the vote was:

“Ayes”: Member Morfopoulos, Member Bosi, Member Allison, Member Wright, Member Starova, and Member Sjouwerman.

“Nays”: None.

Motion carried.

6. Adopt Resolution 1-17—FY2016-17 Mid-year Budget Amendment—Member Allison read Resolution 1-17 into the record. Florida statutes require that boards adopt their budget by resolution. The DDB’s budget needed to be amended to add the line item for the \$6,000 for the Tax Collector’s commissions.

Member Wright moved to adopt Resolution 1-17 FY 2016-17 Mid-year Budget Amendment. The motion was duly seconded and upon roll call, the vote was:

“Ayes”: Member Morfopoulos, Member Bosi, Member Allison, Member Wright, Member Starova, and Member Sjouwerman.

“Nays”: None.

Motion carried.

7. Funding Request—Latino Anniversary Party—Ady Ramos addressed the board on the request for funding assistance for the La Fondita de Leo second anniversary party. They were requesting \$10,000. The event is taking place on Blast Friday, May 26th. People come from all over Tampa Bay to attend this event and many members of the Hispanic community do not know about the various events held in downtown Clearwater. Holding this party is one way to get the Hispanic community to visit downtown and learn about the area.

A lengthy discussion ensued concerning the pros and cons of granting large amounts of money. This is the third downtown business to come before the board for funding assistance. The DDB needs to support the downtown merchants, but this may not be the best way to do it. In the past the DDB established funding levels for various events. The board is only a third of the way through the year and has already spent a large portion of its unallocated funds. Questions arose as to why the board has a budget deadline for funding requests when it seems to consider many other requests that are received during the course of the year.

Members felt that this was a diverse event taking place on Blast Friday on Cleveland Street and funding should be awarded. At the conclusion of the discussion, the DDB decided to fund this event in a smaller amount than that requested.

Member Starova moved to approve funding for the Latino Anniversary Party in the amount of \$3,500 on first reading. The motion was duly seconded and upon roll call, the vote was:

“Ayes”: Member Morfopoulos, Member Bosi, Member Allison, Member Wright, Member Starova, and Member Sjouwerman.

“Nays”: None.

Motion carried.

8. Discussion Regarding Funding Business Startups—Seth Taylor, Director, Community Redevelopment Agency

Seth Taylor, CRA Director, addressed the Board stating he felt the DDB needed to be more focused on its mission and how that mission will be accomplished. He said the money granted to the Pierce Street Market build-out prompted this discussion. The DDB granted the market \$20,000, but does not really have enough funding to grant these large requests.

The DDB needs to determine what key programs and services it wants to provide. He said the DDB should focus on downtown marketing, downtown beautification and downtown events to include arts and culture and parks programming. The CRA has a much larger budget and can better assist with larger requests. The CRA's position has changed since the last meeting because its policy framework has been refined over the past few weeks.

Chairman Morfopoulos stated that there will be an item on next month's agenda to further discuss this issue.

Member Bosi suggested that Mr. Taylor meet with each DDB member individually before the next meeting so they can see how the CRA plans to proceed.

9. 2017-18 DDB Funding Request Application—Chairman Morfopoulos

Chairman Morfopoulos advised the DDB members that they needed to review the Funding Request Application for next year and provide any suggested changes to Anne Fogarty France by March 17. This will be on the agenda for discussion at the next meeting. Member Wright asked if the application process was on line or still on paper and was advised that it is on paper.

10. Chairman's Comments

Chairman Morfopoulos advised the Board of upcoming events. These events are listed on the web site at ClevelandStreetDistrict.com

He also advised the DDB that the City Council has adopted the Imagine Clearwater report. The next step is for City staff to come back to the Council with how to proceed with implementation of the recommendations.

Mr. Morfopoulos advised the members that the next meeting will start with a walking tour of downtown. It was suggested that the DDB take a Jolley Trolley ride around the whole downtown district. Discussion ensued concerning the "sunshine law" implications. Members will have to stay together as a group so any notes may be taken. Board members cannot discuss any items listed on the agenda. Ms. Fogarty France will look into the cost of the trolley for a future tour.

The DDB will also have its mid-year review at the next meeting which will include a review of its mission and goals.

11. Final Comments

Member Wright stated he likes that the board is getting more and more done. He said he feels according to Robert's Rules of Order the board should make a motion before discussing an item as the freefall discussion gets the board off track.

Member Bosi stated that at one time the board wished it had more funding requests than money to give and we should be careful of what we wish for since it is now in that situation. He thinks there should be a motion and then discussion as sometimes we do not have enough information to make the motion which is why there is the ability to amend a motion.

Member Starova stated the board is coming to a sense of what it wants to do and how we are going to do it. He would like an item on the agenda to discuss promotional ideas. He stated that the City needs to be more bike friendly, dog friendly and people friendly.

Member Sjouwerman suggested a novel idea would be to have an email list server. All the City events could be promoted through the list. There is money budgeted for this.

Member Allison stated she has heard a lot tonight about having no tenants downtown. She said a lot of progress has been over the last few years. She suggested part of the problem may be that building owners don't have the things prospective tenants need in order to open businesses. We want people to open businesses and stay in business and not close down within six months. She agreed with Member Sjouwerman in regard to TAFFIE providing resources to businesses.

Ex-officio Member Jonson stated he had some great ideas 1) When you have a published agenda item, you can discuss the item without a motion and then discuss it after a motion is made 2) he wanted to commend Member Caudell and her leadership as she was instrumental at the meeting where the Council adopted the Imagine Clearwater plan, 3) the 600 block of Cleveland Street has been built up with businesses such as the Escape Room, Endless Treasures and Studio 617 but the 500 block needs to be built up, 4) while at Blast Friday, he noticed that the 600 block seemed dark and wondered if some of the lights that block needed to be replaced with LED lights by Duke Energy, 5) he assisted Clear Sky with a Duke Energy problem along with Seth Taylor, 6) while in Ft. Pierce he noted that the merchants had program with restaurants for a progressive dinner that may be a way to get people into the various restaurants—they had 3 groups would go to one restaurant for appetizers, one for the entrée, and one for dessert and 7) the Chamber at Westfield Countryside has information on downtown and he asked if the DDB participated. Ms. Fogarty France advised that the board did participate.

Ex-officio Member Caudell asked if the DDB had a social media page and was told no. She stated there were various social media pages for downtown that are available to the board members to share and like. She felt that everyone needed to put information on Downtown Clearwater out on their own social media sites to promote the City and be excited about what was going on.

12. The meeting was adjourned at 7:21 p.m.

	A	B	C	H	I	J	K	M	O
1		Downtown Development Board Statement of Revenues & Expenditures For the Period October 1, 2016 thru February 28, 2017							3/29/17 1:53 PM
2									
3									
4									
5									
6			Approved	Amended			Year to		
7			Budget	Budget	February		Date	Difference	
8		Income							
9									
10		Ad Valorem (Property) Taxes	262,815	262,815	5,514		241,656	(21,159)	
11		Ad Valorem Taxes Prior Yr	100	100	-		-	(100)	
12		Interest Income	500	500	-		195	(305)	
13		CRA Interlocal Agreement Rev	188,500	188,500	-		-	(188,500)	
14		Misc Revenue	500	500	-		1,831	1,331	
15		Total Income	452,415	452,415	5,514		243,682	(208,733)	
16									
17		Expenditures							
18									
19		Promoting District							
20		Banner Installation & Maintenance	1,500	1,500	-		-	1,500	
21		Downtown Streetscape Maintenance	3,200	3,200	-		-	3,200	
22		Holiday Lighting	14,000	14,000	-		12,528	1,472	
23		Total Promoting District	18,700	18,700	-		12,528	6,172	
24									
25		Promoting Merchants							
26		Graphic Design and Printing	3,000	3,000	-		237	2,763	
27		Advertising	10,000	10,000	-		791	9,210	
28		List Serve	2,400	2,400	-		-	2,400	
29		Video Production	2,000	2,000	-		-	2,000	
30		Jolley Trolley Downtown Loop	13,520	16,797	-		3,380	10,140	
31		Total Promoting Merchants	30,920	34,197	-		4,408	26,513	
32									
33		Promoting Events							
34		8th Annual Achieva Box Car Rally	1,500	1,500	-		1,000	500	
35		Bright House Clw Superboat National Championship	10,000	10,000	-		-	10,000	
36		City/Clw Celebrates America	2,500	2,500	-		-	2,500	
37		City/Fun n' Sun Festival	5,000	5,000	-		-	5,000	
38		City/Sea Blues Festival	10,000	10,000	-		-	10,000	
39		Clearwater Jazz Festival Jazz Walk	5,000	5,000	-		5,000	-	
40		Festival Series including Blast Friday, Miracle on Cleveland Street & Cruisin at the Capitol	25,000	25,000	6,250		12,500	12,500	
41		Cleveland Street Business Alliance: Taste of Downtown							
42		Downtown Funk, Little Miss Miracle Pageant	10,000	10,000	-		10,000	-	
43		Pierce Street Market	7,500	7,500	-		7,500	-	
44		Pierce Street Market Vendor Incubator Space	-	20,000	-		-	-	
45		Santa & Suds Race/Walk for ASL & Deaf	4,000	4,000	-		4,000	-	
46		Cleveland Street Project/Photography Exhibit	-	3,000	-		3,000	(3,000)	
47		Garden Avenue Garage Mural	-	5,000	5,000		5,000	(5,000)	
48		Total Promoting Events	80,500	108,500	11,250		48,000	32,500	
49		Future Initiatives	46,353	15,077	-		-	46,353	
50									
51		Staff & Office Administration							
52		Downtown Meeting & Event Support	200	200	16		134	66	
53		Office Expenditures	750	750	-		35	715	
54		Dolphin Sign Replacement Cost	100	100	-		-	100	
55		Palm Treet Lighting Replacement (as needed)	300	300	-		-	300	
56		Public Meeting Notices	2,000	2,000	36		108	1,892	
57		Legal Fees	3,500	3,500	-		825	2,675	
58		CRA Mgt & Admin Fee - 2.5% Increase	66,950	66,950	5,579		27,896	39,054	
59		DDB Minutes Preparation	1,430	1,430	110		550	880	
60		Tax Collector Commissions	-	-	110		5,316	(5,316)	
61		Total Staff & Office Admin	75,230	75,230	5,852		34,863	40,367	
62									
63									
64		Fixed Payments							
65		Officers & Directors Insurance	700	700	-		-	700	
66		Liability Insurance (Dolphins)	1,422	1,422	1,246		1,246	176	
67		Annual Audit	7,500	7,500	-		7,000	500	
68		CRA Increment Payment	188,500	188,500	-		188,293	207	

	A	B	C	H	I	J	K	L	M	O
1		<p style="text-align: center;">Downtown Development Board Statement of Revenues & Expenditures For the Period October 1, 2016 thru February 28, 2017</p>								3/29/17 1:53 PM
2										
3										
4										
5										
6			Approved	Amended					Year to	
7			Budget	Budget	February				Date	Difference
69		State Special District Fee	175	175	-				175	-
70		Property Appraiser Fee	2,415	2,415	557				1,160	1,255
71		<i>Total Fixed Payments</i>	200,712	200,712	1,803				197,875	2,837
72										
73		Total Expenditures	452,415	452,415	18,905				297,673	154,742
74										
75		Revenues in Excess of Expenditures	-	-	-				-	
76										
77		Expenditures in Excess of Revenues	-	-	(13,391)				(53,991)	
78										
79		Beginning Fund Balance 10-1-16		103,835					103,835	
80										
81		Ending Fund Balance		103,835					49,844	
82										
83		Minimum Reserves Approved by Board 7-13-16		70,000						
84										
85		Cash in Bank as of 2/28/2017		47,794						

[illegible]

[illegible]



CLEARWATER DOWNTOWN DEVELOPMENT BOARD

FUNDING REQUEST FORM

The Clearwater Downtown Development Board (DDB)'s primary purpose is to promote, facilitate and support activities that sustain, promote and advance downtown revitalization and to attract businesses and residents to relocate and stay in the downtown area. Events that meet this purpose will be considered for sponsorship.

Please submit the completed form to: Anne Fogarty France, Downtown Development Board (DDB) Administrator, email: anne.fogarty-france@myclearwater.com, (727) 562-4044 / Fax (727) 562-4075. (Completed forms are due to DDB Administrator by May 15 of each calendar year.)

Check one: ☐ Budgeted Request (submitted by May 15) ☐ Non-budgeted Request

Date submitted: 2-10-2017

Name: La Fondita de Leo

Title of event: ~~Blas Fiestas~~ Latino / Anniversary

Event contact: Leo Caicedo or Andy Ramos (Organizer)

Organization: La Fondita de Leo

Address: 528 Cleveland Street

City: Clearwater State: FL Zip: 33755

Daytime phone: (88) 362-9899 (Andy) Cell phone: (781)-370-2044 (Leo)

Fax number: () _____ E-mail address: armedia@groupflorida@gmail.com
La fondita de leo@gmail.com

Website address: _____

501(c)(3) not for profit organization? Yes No

1. Date and time of event/program: May 26, 2017 4PM - 11PM

2. Location and address of event/program: 500 Brock Cleveland Street / (3) Live Bands

3. Projected attendance: 2,000 - 5,000 Hispanics

4. Briefly describe the event/program and its purpose:

This annual event wants to bring the Hispanic Community to the Downtown Clearwater area - Cleveland Street giving the opportunity to this market to come and enjoy all businesses located at the Cleveland Street in Clearwater

5. How does this request help achieve the goals of the DDB?

This event will promote and facilitate more recognition and positioning of the DDB inside the Hispanics in Clearwater and Tampa Bay.

6. What kind of activities will take place during your event and what activities will take place on Cleveland Street?

During the event we will have cultural vendors live music, exhibitions of Latin American cultural dance, food from Puerto Rico and family activities.

7. How long has this event/program been in existence?

This will be the second year.

8. Is this event/program a fund-raiser? Yes ☒ No ☐ If yes, for whom?

9. Will your organization prepare a banner or sign including the Cleveland Street District (CSD) and DDB's approved logo? ☒ Yes ☐ No

If yes, what size? Size will depend on Regulations of DDB.

10. Will you include the DDB and CSD logos and web url on all marketing materials for your event?

☒ Yes ☐ No

11. Please list other participating media sponsors and corporate sponsors:

Radio: 92.5 FM / 106.5 FM

Social Media Pages / Social Media Guest Page

12. Attach detailed budget that includes expenses and income. If a recurring event, attach last year's budget.

13. What is the number of attendees expected at your event? 2,000 - 5,000

If this is a recurring event, what was the number of attendees at your event last year? 2,000

14. Specifically, what are you asking the DDB to provide as a sponsor?

Funds to cover the production costs of the event, support from the City with police, fire department, Road closure, barricades and other departments.

\$10,000

All organizations requesting funds will be required to do a brief presentation about the event at a DDB meeting. Funds that are approved by the DDB will have both a First and Second Reading of the request.

Funds will be provided not more than 30 days prior to the event date.

15. APPLICANT CERTIFICATION:

I hereby certify that I have read this application and that all information contained herein is true and correct to the best of my knowledge, information and belief. **PLEASE READ AND INITIAL:** If DDB funds are granted, I understand that when promoting my event I must:

- a. Use the description "Cleveland Street District" or "Cleveland Street District in downtown Clearwater" AND the url www.ClevelandStreetDistrict.com in all collateral material and social media. Copies of promotional material must be provided with Invoice for reimbursement.
- b. Each organization is responsible for placing Event Parking Signs directing event attendees to parking garage before the event and for returning these signs to the Garden Avenue Parking Garage after the event. (Parking Sign location map attached.) Photos that show use of these parking signs are required to be part of your post event report to the DDB at the end of your event/event season. To schedule your pick-up of the signs contact Robert "Mike" Skinner via email at Robert.Skinner@myclearwater.com within 24 hours of your event, Monday through Thursday. Signs must be removed and returned to the garage after the event.
- c. Purchase two banners, minimum size 2' x 6', announcing event that is taking place to be installed on barricades on each end of the event. Photos that show the location of the banners are required to be part of your post event report to the DDB at end of your event/event season.
- d. I also understand that I must give a final report to the board within three months after the event. Failure to adhere to this condition may jeopardize future sponsorship funding.

LC Please initial that you agree to comply with these requirements.

Applicant Signature: _____

(Applicant must be 18 years of age or older)

Date: _____

2-10-17

If you have questions, call (727) 562-4044. Upon completion, return to: Clearwater Downtown Development Board, 112 S. Osceola Ave., 1st Floor, Clearwater, FL 33756/anne.fogarty-france@myclearwater.com.
(4/6/16)

**Projected Budget
La Fondita de Leo
Event Friday, May 26, 2017**

Payment to	Total
City of Clearwater	\$100.00
Police	\$400.00
Fence	\$528.00
Wet Zone Permit	\$100.00
Live Band Da New Guajira	\$600.00
Live Band Grupo Weepa	\$600.00
Live Band Batucada	\$900.00
Dj & MC	\$600.00
Maxima Remote & On Air Feature	\$3,500.00
Rumba Remote Package	\$2,500.00
Fire Marshall During Event	\$500.00
Event Insurance	\$256.00
Stage, Sound & Lights	\$3,000.00
Production Staff Event Day	\$1,200.00
Event Coordinator February to May	\$4,000.00
Mobile Ads Banner	\$300.00
Fire Marshall Area Inspection	\$50.00
Rentals	\$150.00
Other Emergency	\$500.00
Total Event Expenses	\$19,784.00



CLEARWATER DOWNTOWN DEVELOPMENT BOARD

Delete Cleveland Street

District logo



FUNDING REQUEST FORM

The Clearwater Downtown Development Board (DDB)'s primary purpose is to promote, facilitate and support activities that sustain, promote and advance downtown revitalization and to attract businesses and residents to relocate and stay in the downtown area. Events that meet this purpose will be considered for sponsorship.

Please submit the completed form to: Anne Fogarty France, Downtown Development Board (DDB) Administrator, email: anne.fogarty-france@myclearwater.com, (727) 562-4044 / Fax (727) 562-4075.

(Completed forms are due to DDB Administrator by May 15 of each calendar year. Requests submitted after the due date will not receive the same consideration as those that are submitted on time.)

Check one: ☐ Budgeted Request (submitted by May 15) ☐ Non-budgeted Request

Date submitted: _____

Name: _____

Title of event: _____

Event contact: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime phone: () _____ Cell phone: () _____

Fax number: () _____ E-mail address: _____

Website address: _____

501(c)(3) not for profit organization? ☐ Yes (if yes, provide proof of your not for profit status) ☐ No

QUESTION: Should the board have a policy restricting grants and financial support to non profits only?

1. Date and time of event/program: _____

2. Location and address of event/program: _____

3. Projected attendance: _____

4. Briefly describe the event/program and its purpose: _____

5. How does this request help achieve the goals of the DDB?

6. What kind of activities will take place during your event and what activities will take place on Cleveland Street?

7. How long has this event/program been in existence?

8. Is this event/program a fund-raiser? ☐ Yes ☐ No If yes, for whom?

9. Will your organization prepare a banner or sign including the ~~Cleveland Street District (CSD)~~Downtown Clearwater logo and DDB's approved logo? ☐ Yes ☐ No

If yes, what size?

10. Will you include the ~~DDB~~Downtown Clearwater logo and ~~CSD~~DDB logos and web url on all marketing materials for your event?

☐ Yes ☐ No

11. Please list other participating media sponsors and corporate sponsors:

12. Attach detailed budget that includes expenses and income. If a recurring event, attach last year's budget.

13. What is the number of attendees expected at your event?

Have you made a funding request and received funds in this fiscal year from the DDB?

Will you allow the merchants/businesses of Downtown Clearwater display flyers or have tables at no charge at your event?

Does this event generate revenue for your business?

If this is a recurring event, what was the number of attendees at your event last year? _____

14. Specifically, what are you asking the DDB to provide as a sponsor?

Funding Formula:

Cleveland Street Event/One Day Event: \$2,500 (Box Car Rally, Merchant Events, Santa 'n Suds, Downtown Clearwater Event with Cleveland Street Component / Multi-day Event: Up to \$10,000 (SeaBlues Festival, Super Boat Championship, Pierce Street Market)
Signature Event / Coachman Park Event: Up to \$10,000 (Jazz Festival, Fun 'n Sun)

Funding \$2,500 and up will require the submittal of invoices totaling the amount of funding received.

All organizations requesting funds will be required to do a brief presentation about the event at a DDB meeting. Funds that are approved by the DDB will have both a First and Second Reading of the request.

Funds will be provided not more than 30 days prior to the event date or as determined by Downtown Manager.

15. APPLICANT CERTIFICATION:

I hereby certify that I have read this application and that all information contained herein is true and correct to the best of my knowledge, information and belief. **PLEASE READ AND INITIAL:** If DDB funds are granted, I understand that when promoting my event I must:

- a. Use the description "~~Cleveland Street District~~" or "~~Cleveland Street District in downtown~~Downtown Clearwater" AND the url www.ClevelandStreetDistrictDowntownClearwater.com in all collateral material and social media. Copies of promotional material must be provided with Invoice for reimbursement.
- b. Each organization is responsible for placing Event Parking Signs directing event attendees to parking garage before the event and for returning these signs to the Garden Avenue Parking Garage after the event. (Parking Sign location map attached.) Photos that

Field Code Changed

show use of these parking signs are required to be part of your post event report to the DDB at the end of your event/event season. To schedule your pick-up of the signs contact Robert "Mike" Skinner via email at Robert.Skinner@myclearwater.com within 24 hours of your event, Monday through Thursday. Signs must be removed and returned to the garage after the event.

- c. Purchase two banners, minimum size 2' x 6', announcing event that is taking place to be installed on barricades on each end of the event. Photos that show the location of the banners are required to be part of your post event report to the DDB at end of your event/event season.
- d. I also understand that 10% of the granted funds could be held back pending written attestation of compliance with grant requirements noted in 15., a. through d.) I must give a final report to the board within three months after the event. Failure to adhere to this condition may jeopardize future sponsorship funding.

____ Please initial that you agree to comply with these requirements.

Applicant Signature: _____ Date: _____
(Applicant must be 18 years of age or older)

If you have questions, call (727) 562-4044. Upon completion, return to: Clearwater Downtown Development Board, 112 S. Osceola Ave., ~~4th~~^{2nd} Floor, Clearwater, FL 33756/ anne.fogarty-france@myclearwater.com.
(4/~~6~~¹⁶⁵/17)