



# Special Event Application

APPLICATION MUST INCLUDE COMPLETED PAPERWORK, SITE MAP, AND NON-REFUNDABLE APPLICATION FEE (\$150) PAYABLE TO THE CITY OF DELRAY BEACH

APPLICATION MUST BE RECEIVED A MINIMUM OF 90 DAYS IN ADVANCE OF EVENT OR A MINIMUM OF 180 DAYS FOR IMPACT EVENT

### A. General Information

1. Day & Date of Event: See attached

2. Name of Event: Delray Rocks Football

3. Setup Start Time: 6:00 AM

4. Gates Open Time: 7:00 AM

5. Event Start Time: 8:00 AM

6. Event End Time: 10:30 PM

7. Breakdown End Time: 11:00 PM

8. Location of Event: Hilltopper Stadium

9. Event Description: Youth football game.

10. Event Purpose and Community Benefits: Youth Football Game

11. Name of Applicant/Applying Organization: Delray Rocks YFCO

Address: P.O. Box 7712

City: Delray State: FL Zip: 33482-7712

Phone: 561-243-7356

Phone (Alt): 561-271-7448

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Web Site: DelrayRocks.org

SUNBiz # (must submit IRS letter with application for non-profits): Attached

12. Event Producer Name: Claretta Pickett Cell Phone: 561-271-7448

13. Authorized Representative: Claretta Pickett Cell Phone: 561-271-7448

14. Day of Event Phone: 561-271-7448

15. Email Address: clarettalp@yahoo.com

### B. Event Information

16. Type of Event: (Please circle all that apply)

- Festival
- Block Party
- Public Assembly
- Walk/Run
- Concert/Performance
- Parade/Procession/Motorcade
- Sporting Event
- Other (Please List): \_\_\_\_\_

17. Estimated Total Attendance: 400 Per Day: Public or Private Event:

18. Is this an annual event? Yes How many years? over 30 yrs. Last Held: 2025

19. What type of entertainment will take place? None

DAY & DATE OF EVENT:

Saturday, August 1, 2026

Saturday, August 8, 2026

Saturday, August 22, 2026

Saturday, September 19, 2026

Saturday, October 3, 2026

Friday, October 16, 2026

Saturday, October 17, 2026

Saturday, October 24, 2026

Saturday, October 31, 2026

Saturday, November 7, 2026

GENERAL EVENT COMPONENTS WHICH MAY REQUIRE A TEMP USE

PERMIT/WAIVER

General Event Components which may require a Temporary Permit or Code/LDR waiver (please select all that may apply and add others as needed)

- Alcohol (113.02), Live Music/Amplified Music/Sounds (99.03(a)/99.05), Animals (101.27/LDR 2.4.6(f)(8)), Merchandise Vendors (118.04/110.15), Cooking on Site/Open Flame (96.04), Offsite Parking (4.6.9(5)(b)) & (2.4.6. (F)(7) (2.4.6.(3)(e)), Fireworks (99.05/101.20/96.25), Road Closure (F.S. Chapter 316 & 318), Food Trucks (120.01(c)), Signs & Banners (LDR 4.6.7(F)), Fireworks (Will require permit from FD), Amusement Games/Rides/Carnival (including inflatables/climbing walls, etc.) (LDR 2.4.6(f)(1))

Please note that if approved, Amusement Rides must be inspected on-site after installation by the Florida Department of Agriculture and Consumer Services (FDACS) and a copy of the temporary amusement ride inspection letter must be provided to the City.

Other

C. Fees/Parking

- 20. Will there be an admission fee charged for the event? NO Amount:
21. Will there be any additional activity fees charged? NO Amount:
22. Parking Plan for attendees, vendors etc. (yes or no) Yes - see attached
23. Use of city metered spaces (yes or no, if yes how many and location) NO

D. Vending / Concession

- 24. What type of vending will be present? (Crafts, Food, Exhibits, Beverage, etc.)
25. How many vendors? 6 Food/Beverage 6 Merchandise Other
26. Do you request electrical services for vendors? Yes
27. Are your vendors using generators? Yes
28. Will trash boxes & bags be needed (City will determine number needed): Yes
29. Will food and/or non-alcoholic beverages be served and/or sold? Yes
30. Type of Food Vendors (Please Circle): Food Trucks, Food Carts, Tents, Grills or Fire Pits
31. Type of cooking to take place (Please Circle): Gas/Compressed Gas, Electric Fryers
32. Will alcoholic beverages be served and/or sold? NO
33. What entity will be obtaining the Alcohol License permit? (List below): N/A

6 ft fencing required for events with alcohol

E. Restroom Facilities:

- 34. If port-o-lets are not used, what city restrooms will your event be utilizing? Onsite city restrooms
35. How many port-o-lets will you have? N/A
36. Name the vendor providing the port-o-lets. N/A

F. Equipment

37. Will the event include tents? Yes  
38. Please specify the quantity of tents by each size. 30 tents, 10x10

39. Will you be placing banners and/or signs at your event? NO  
How many? \_\_\_\_\_ Sizes? \_\_\_\_\_  
Verbiage: \_\_\_\_\_  
40. Please list number, size and location of stages/platform: N/A

Note: Any tent (or grouping of tents) larger than 900 square feet, including vendor tents, must obtain a permit from the City of Delray Beach. Any tent permit issued is limited to the duration of the setup and breakdown times indicated on this event application NO EQUIPMENT INCLUDING TENTS MAY BE STAKED INTO THE GROUND.

G. Sound and Lighting

41. Who will provide your audio and lighting? N/A  
42. Will electrical services be needed? NO  
43. Please list locations and explain: N/A

H. Road Closures and Security

44. Will the event require police? Yes  
45. Will the event require road closures (Major road closures will have to be approved by City Commission). NO  
46. Please describe the roads and intersections you are requesting to be closed: N/A

Road/Intersection	Date/Time Closed	Date/Time Open

I. Site Plans/ Maps

Please attach a detailed site map to include the following: Tent locations, Port-o-let, vendors (all types), stages, and where power will be required. If any area of the event is fenced in, please include and show the following on the map: size of fenced in area, size and location of tents, tables, bars, entrances and exits including width, standing only or will seating be permitted (identify if fixed seating or festival lawn chair seating). If there is a barricade or fenced in VIP area within the footprint, same principle applies. For fixed floor seating: include floor plan showing rows and number of chairs in each row, section, aisles and width of aisles. Show chair spacing distance. Parking: Parking plan should include location of available parking and staffing details. Please contact Allie Behrman, Special Events Manager, if you have any questions or concerns regarding the site plan. Hand drawn maps will not be accepted as a site map.

J. Insurance Requirements

General Liability Insurance is required for all public events. All General Liability Insurance must be provided by the event applicant, no exceptions. Liquor Liability can be provided by whichever business/organization/non-profit that is providing the alcohol services. The insurance limits are \$1,000,000 per occurrence. The certificate holder must be listed as City of Delray Beach, 100 NW 1<sup>st</sup> Ave, Delray Beach, FL 33444. The certificate holder (City of Delray Beach) must also be listed as Additional Insured. All vendors coming on to city property are also required to provide a current copy of their General Liability Insurance naming the city as additional insured.

K. Additional Terms

The City reserves the right to revoke any permit granted for an activity which is found to be in violation of any ordinance, law, or condition of approval. Failure of the City to timely invoke this right will act as a waiver to exercise such rights in the future.

L. Processing

All applications must be submitted for review no less than 90 days prior to the date of the event to be held. Applications turned in with less than 90 days processing time will not be processed. Events requiring major road closures or impact events (3,500 people or more) require 180 days processing.

**Marketing/advertising of any kind may not take place until event approval is granted.**

To ensure timely processing of your event application, the following must be submitted at time of application. Applications will not be sent for review unless you have included all of the following items with your application:

- Completed Application
- Site Map
- Non-Refundable Application Fee
- Parking Plan (If necessary)
- IRS Letter for Non-profit (If applicable)

Claretta Pickett  
PRINT APPLICANT NAME

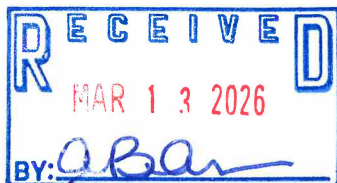
C Pickett  
APPLICANT SIGNATURE

3/12/2026  
DATE

**For Office Use Only**

Received on \_\_\_\_\_

Received by \_\_\_\_\_



**Special Event Application Information**

Please carefully read and initial all the information below regarding the Special Event Application. Incomplete Applications will not be accepted.

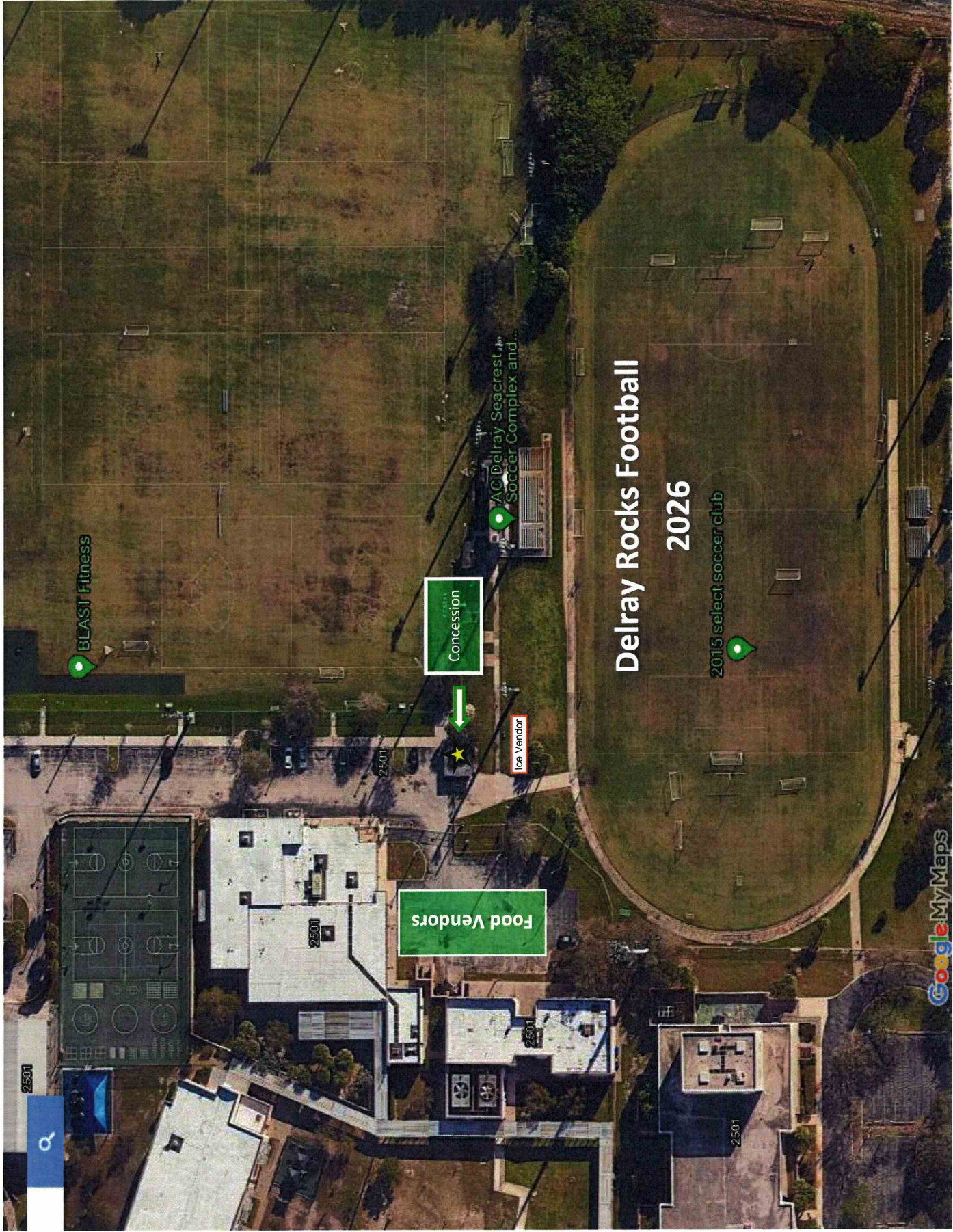
- CP All applications must include paperwork, completed site map and non-refundable application fee.
- CP Applications must be received a minimum of 90 days in advance of the event or a minimum of 180 days for an impact event.
- CP Amusement rides must be inspected onsite after installation by the Florida Department of Agriculture and Consumer Services (FDACS) and a copy of the temporary amusement ride inspection letter must be provided to the city.
- CP Tents of 900 sq feet or greater require a tent permit. Tent permits are available through the City of Delray Beach Building Department and may take up to 30 days to process. Be advised there is a fee for tent permits. Tent duration is limited to setup and break down time indicated on application.
- CP Serving alcoholic beverages requires a Liquor License and Liquor Liability Insurance and is required 30 days prior to the event. License holders must provide a Certificate of Insurance listing the City of Delray Beach as Certificate holder and Additional Insured.
- CP All events with alcohol are required to have 6' fencing.
- CP Fire Marshal inspections are required for all onsite cooking. The Delray Beach Fire Marshal reserves the right to add an inspector as deemed necessary.
- CP City Commission approval is required for all fireworks and pyrotechnics. A site map must be included including the fallout zone with your application.
- CP City Commission approval is required for all impact and major road closure events. An impact event is an event that has 3500 people in attendance on any given day.
- CP A full list of food and beverage vendors will be required prior to the event. Each vendor must provide a Certificate of insurance listing the City of Delray Beach as Certificate Holder and as additional insured.
- CP Each food vendor must sign and return the DBFR Fire Inspections Requirement Form. All vendors cooking under tents must submit proof that tents are fire retardant.
- CP Food Trucks must have current Florida and Health Department permits and inspections. And provide Certificate of Insurance listing the City of Delray Beach as the Certificate Holder and as Additional Insured. Fire Marshal inspections are required.
- CP Applicant agrees all entertainment will be family friendly and contain no obscenities. A list of all performers and DJs is required before an event permit is issued.
- CP All merchandise vendors and exhibitors must provide a city business tax receipt or vendor license. Each vendor must provide a Certificate of Insurance listing the City of Delray Beach as the Certificate holder

and as additional insured.

CP Stages must be 30" high or less. An additional stage permit may be required for anything over 30".  
Depending on the size, a building permit may be required.

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SPECIAL EVENT PERMIT APPLICATION



# Delray Rocks Football 2026

2015 select soccer club

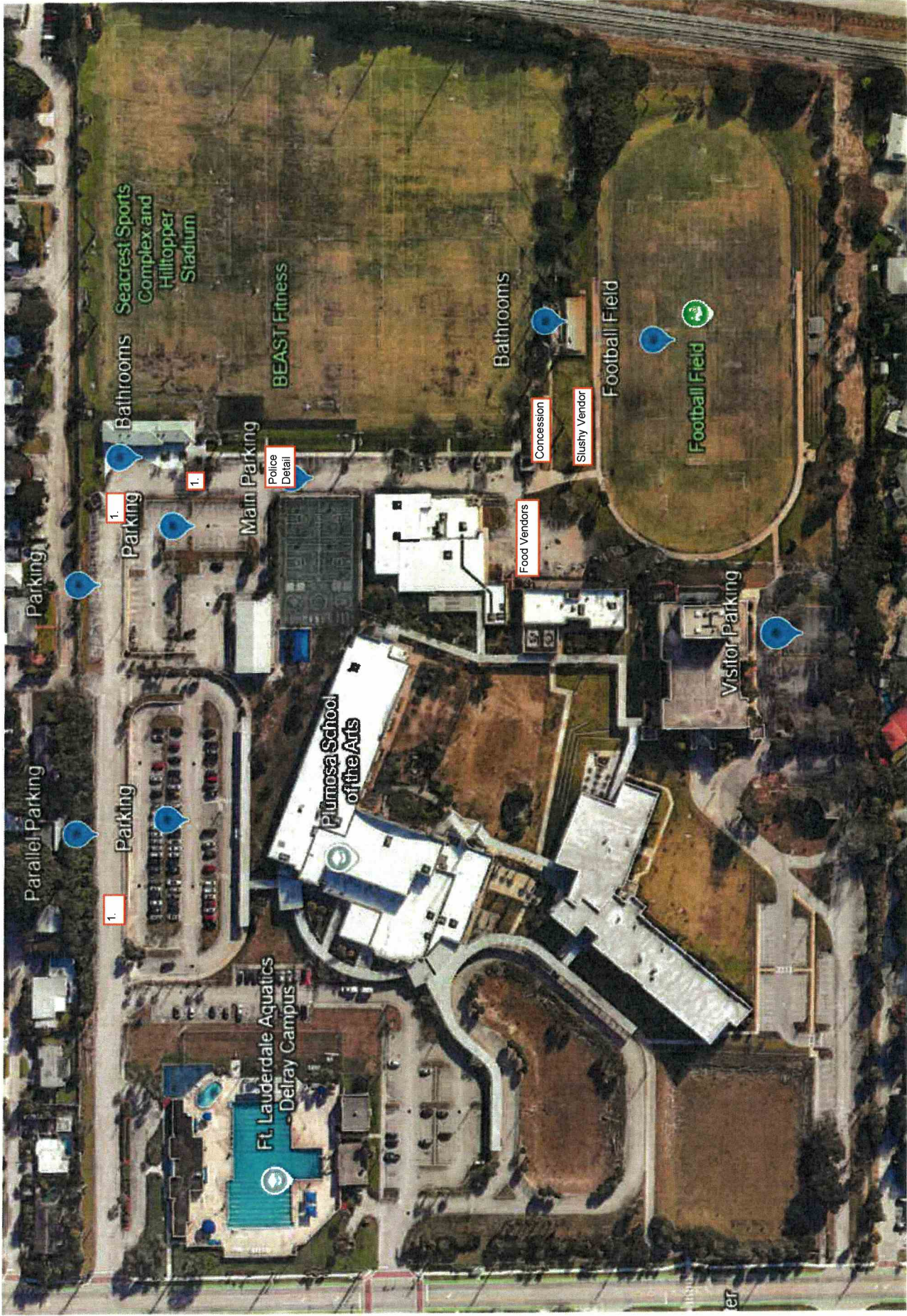
Concession

Food Vendors

Ice Vendor

BEAST Fitness

AC Delray Seacrest Soccer Complex and...



1. Barricades are all along side these areas to prevent attendees from parking which will allow emergency vehicles to enter. There will be 2 volunteers in the main parking area, 1 in the visitor parking.



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Not For Profit Corporation

DELRAY ROCKS YOUTH FOOTBALL AND CHEERLEADING ORGANIZATION, INC.

### Filing Information

**Document Number** N15000006769  
**FEI/EIN Number** 47-4406747  
**Date Filed** 06/30/2015  
**State** FL  
**Status** ACTIVE  
**Last Event** REINSTATEMENT  
**Event Date Filed** 10/17/2019

### Principal Address

1101 NW 2ND STREET  
DELRAY BEACH, FL 33444-1650

### Mailing Address

PO Box 7712  
DELRAY BEACH, FL 33482-7712

Changed: 04/12/2017

### Registered Agent Name & Address

HILL, VICKI  
1101 NW 2ND STREET  
DELRAY BEACH, FL 33444-1650

Name Changed: 02/14/2025

### Officer/Director Detail

#### **Name & Address**

Title League Representative

PICKETT, CLARETTA  
PO Box 7712  
DELRAY BEACH, FL 33482-7712

Title VP

THOMAS, TERRENCE  
PO Box 7712  
DELRAY BEACH, FL 33482-7712

Title Treasurer

HILL, VICKI  
PO Box 7712  
DELRAY BEACH, FL 33482-7712

Title Secretary

PICKENS, MARYANN  
PO Box 7712  
DELRAY BEACH, FL 33482-7712

**Annual Reports**

Report Year	Filed Date
2025	02/14/2025
2025	07/28/2025
2026	02/09/2026

**Document Images**

<a href="#">02/09/2026 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">07/28/2025 -- AMENDED ANNUAL REPORT</a>	View image in PDF format
<a href="#">02/14/2025 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">03/07/2024 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">01/26/2023 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">03/10/2022 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">01/29/2021 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">08/19/2020 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">10/17/2019 -- REINSTATEMENT</a>	View image in PDF format
<a href="#">04/25/2018 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">04/12/2017 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">03/30/2016 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">06/30/2015 -- Domestic Non-Profit</a>	View image in PDF format

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

**JUL 24 2015**

DELRAY ROCKS YOUTH FOOTBALL AND  
CHEERLEADING ORGANIZAION INC  
1101 NW 2ND STREET  
DELRAY BEACH, FL 33444-1650

Employer Identification Number:  
47-4406747  
DLN:  
26053603002695  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
June 30, 2015  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

DELRAY ROCKS YOUTH FOOTBALL AND

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey I. Cooper". The signature is stylized and cursive, with a prominent initial "J" and a long horizontal stroke at the end.

Jeffrey I. Cooper  
Director, Exempt Organizations  
Rulings and Agreements