CITY OF DELRAY BEACH





APPLICATION FOR SPECIAL EVENT

Submittal of this application does not guarantee approval for the event.

Please make sure that you fill out this application completely. Do not forget to include a check for non-refundable application fee payable to the City of Delray Beach.

All Applications must be submitted with a minimum 90 days from the date of the event.

Applications less than 90 days out will not be accepted.

			Applicant Inf	ormation		
Applicant:	Cocoyog	ai Inc			Website: cocor	market.org
дрисан.		,			vvcbsitc	
Address:	111 SE 1st	Ave Apt 319				
Addiess.	Street Address	<u> </u>		,	Apartment/Unit #	
Address: Organization/Corporation 111 SE 1st Ave Apt 319	33444					
	City			State	Z	ip
Phone:	561-870-40	90		Email:_h	ello@cocomarket.	org
				1	Cell Phone:_561-870)-4090
	riisi		Last			
Type of Eve	ent (check eve	nt type and <u>cir</u>	cle organization typ):		
☑ Comme	rcial (For-Profit	/Non-Profit)	☐ Community (For-	-Profit/Non-Profit)	☐ Athletic(F	or-Profit/Non-Profit)
SUNBIZ#_	P2100004435	5	Plea	se submit IRS nor	n-profit letter with a	application.
			Event Infor	mation		
Event Name	e/Title:	Coco Market				
Request Ev	ent Location:	Old School Sc	quare			
Event Desc	ription: A free	e monthly comr naking wellnes:	nmunity wellness ev s aaccessible to all.	ent focused on su	ipporting small bus	sinesses
DAY 1	EV	ENT DATE	DAY OF	WEEK ST	TART TIME	END TIME
	1/4/26, 2/1	/26, 3/8/26,	4/5/26, 5/10/26.	6/7/26, 7/5/26,	8/2/26, 9/6/26,	10/4/26, 11/1/26
DAY 2	12/6/26					
DAY 3	First Sunda	ay/Mo 9a-3p	(9a-2p May-Sep	tember)		
Set-up will I	begin on: Day	of Event	at ^{7a}		AM / PM	
Set-up will I	begin on: Day	of Event Date	at_7a at			
	I		Tin	_{ле} at_430p (330p Ma		AM / PM

	Event Details	
Attendance Estimates: 2000 Total Event Attendance:	Daily Attendance: 2000 P	Peak Hourly Attendance: 500
Is this an Annual Event?	☑ Yes □ No	
If yes, # of Years Held: 4 If yes	, # of Years Held in Delray Beach: 4	Last Held: Monthly
Is this event produced in other cities:		
If yes, please list what cities: We've produc	ced it in Boca Raton and West Palm Beach, Delray is t	the only monthly
Is the event open to the public?	☑ Yes ☐ No	
Is there an Admission Fee/Ticket Fee? If yes, provide fees/ticket prices: Adult/	General Admission: \$Ser	nior: \$Child: \$
Is fencing to be used (i.e. gated event)?	☐ Yes ☑ No	
ROAD CLOSURES		
Will your event require road closures?	☐ Yes 🗹 No	
If YES, please describe the streets and i	ntersection you are requesting to be clo	sed
STREET/INTERSECTION	CLOSURE Date / Time	RE-OPEN OF ROAD Date / Time
Example: SW 9 th Ave from SW 1 st St to Atlantic Ave.	Nov 21, 2021 / 7:00am	Nov 21, 2021 / 4:00pm
	1	1
	/	/
GENERAL EVENT COMPON	ENTS WHICH MAY REQUIRE A 1	TEMP USE PERMIT/WAIVER
General Event Components which ma (please select all that may apply and a		e/LDR waiver
☐ Alcohol (113.02)		ısic / Sounds (99.03(a)/99.05)
☐ Animals (101.27/LDR 2.4.6(f)(8))	✓ Merchandise Vendors (1)	18.04/110.15)
☑ 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. Chap	oter 316 & 318)
☑ Food Trucks (120.01(c))	☑ Signs & Banners (LDR 4	.6.7(F)
☐ Amusement Games/Rides/Carnival ((including inflatables/climbing walls, etc.)) (LDR 2.4.6(f)(1))
Please note that if approved, Amusement of Agriculture and Consumer Services (FD be provided to the City.		
☐ Other		

Tents: ☑ Yes ☐ No If yes, how many tot	al tents?	75-80	Size of tents:	10x10
Please note that a tent permit is required for any to Delray Beach Building Department and may take to			Permits are availa	ble through the City of
Consumption/Sale of Alcoholic Beverages: If yes, what entity is obtaining the Alcohol License required 30 days prior to event. License holder me Certificate Holder and Additional Insured.)	permit? Lisust provide		rance listing City	
Onsite Cooking: Please specify method: (Fire Marshal inspections Gas/Compressed Gas Electric Fryers		ed)		
> Name of grease removal contractor:		Date & time of pick	cup at end of even	t:
Fireworks / Pyrotechnics:	e pyrotechn	·	•	
Food and Beverage Vendors: ✓ Yes (Health Department approval required along with event. Each vendor must provide Certificate of Institute (Page 1988).	City Busine	ess Tax Receipt or	rs anticipated at e Vendor License. Beach as Certifica	Full list will be required prior to
Food Trucks:	h Departme		·	vide Certificate of Insurance listing
Live Performances & Music: ✓ Yes If yes, applicant agrees all entertainment will be far DJs required before event permit is issued.	mily-friendl			of all performers and
Merchandise Vendors: ✓ Yes (City Business Tax Receipt or Vendor License red Beach as Certificate Holder and Additional Insure	quired. Eacl		ors anticipated at ovide Certificate of	
Performance Platform (30" high or less): If yes, number of platforms:(An addit	☐ Yes ional stage		quired for anythin	g over 30")
Portable Toilets: If yes, how many?Vendor providing serv	☐ Yes ice?		_(Note locations	on submitted site map)
Use of Onsite City Restrooms during event: If yes, location of requested restrooms & times be (Please note that an additional cost may be incurred)	☑ Yes ing used: red for use o	☐ No Old Schoo of City Restrooms	ol Square (bot which require an	h restrooms) attendant.)
Roadway Signage/Pole Banners:	☐ Yes	☑ No (City fee	es and charges wi	ill be incurred with this request).
Trash Boxes & Bags:	☑ Yes	☐ No If yes,	the City will deterr	mine number needed / staffing.
Access to City Power:	☑ Yes	☐ No If yes,	where:	

EVENT PURPOSE & COMMUNITY BENEFITS

Event Purpose and Community/Public Benefits: Describe the purpose of the event, how the event may meet local community needs, provide community benefits/promote community welfare, stimulate broad economic or cultural activities within a neighborhood or the Central Business District, and/or help build a sense of community.

Coco Market is a monthly wellness event that brings the community together to connect, grow, and support small businesses.

With movement classes, workshops, and a curated vendor market, it's a vibrant space for healing, connection, and conscious living

uplifting both individuals and entrepreneurs since 2022.

EVENT SITE MAP, PARKING PLAN, & SUSTAINABLE PRACTICES
 Please attach a <u>clear and detailed map</u> depicting your event site set-up and include start/finish lines, stages, performance platforms, portable toilets, tents, vendors, food trucks, activities, first aid stations, emergency access points, etc. Also include:
Parking Plan for Attendees, Vendors, etc.: ✓ Yes No (If yes, please indicate locations on site map)
Use of City Owned-Metered Parking Spaces: ☐ Yes ☑ No If yes, indicated how many and locations. (City fees and charges will be incurred with this request.)
Are Valet Parking Services being Used? ☐ Yes ☑ No (If yes, indicate Valet location on site map and indicate the name of the service provider.)
Directional Parking Signage Needed YES NO √ If yes, submit signage plan.
Tash Removal Plan to be determined by the City based on each event. CH (Please initial here) Per City of Delray Beach Ordinance 10-19, plastic straws are banned. Single-use plastics, including Styrofoam, are discouraged. This includes plastic cups, plates, and utensils. Please address locations for recycling and composting. CH (Please initial here) Tent applications that have been approved and give permits for are limited to the duration of setup and breakdown time that is indicated on the application.
To ensure timely processing of your event application, the following must be submitted at time of application. Please ensure that you have included all the following items with your application:
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application, the following must be submitted at time of application. Please ensure that you have included all the following items with your application: ☐ Completed Application ☐ Site Map ☐ Non-Refundable Applicable Fee ☐ Signature ☐ I certify that I have read the City of Delray Beach Special Events Policy and Guide and the answers provided above and true to the best of my knowledge and intentions. I also understand I may be asked for additional information relating to this application. Additionally, I agree to conform to all City, State, Federal laws and regulations. I also accept responsibility for the general cleaning and removal of trash, recycling, and all other items from the premises and agree to be accountable for any damage to the event site. Finally, I understand that all necessary fees, insurance, outside
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