



CITY OF PUNTA GORDA

RIGHT-OF-WAY DIVISION
 326 WEST MARION AVENUE
 PUNTA GORDA, FL 33950
 (941) 575-5010
 CityofPuntaGordaFL.com

PUBLIC WORKS DEPARTMENT VENDOR CONTRACT

PERMITTEE							
Event Name				Organization			
Name of Requestor/Applicant					Title		
Address			City			State	
Phone #'s					Email address		
STREET/SIDEWALK CLOSURE							
Event date							
Event Hours	From: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM			TO: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM			
<p>EVENT PERMITTEE MUST CONTACT PUBLIC WORKS PERSONNEL 5 DAYS PRIOR TO THE EVENT TO CONFIRM EVENT DETAILS FOR MAINTENANCE OF TRAFFIC (MOT). FAILURE TO DO SO MAY RESULT IN A MINIMUM OF A \$250.00 EQUIPMENT RENTAL FEE.</p>							
<p>I, _____ as authorized representative Of _____ (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these conditions in all respects if a permit is issued at a result of this application. In addition, that Punta Gorda Facilities Maintenance Division and its employees will not be held liable for damages or injuries by Permittee that may be caused by a third party in connection with services provided under this permit.</p>							
_____ Signature Authorized Representative				_____ Date			



Punta Gorda

Off Duty Vendor Contract

CONDITIONS OF PERMIT

PUBLIC WORKS DEPARTMENT

Right-of-Way Division Personnel

The following are general conditions regarding Right-of-Way Division related services:

1. Applicant must complete and submit the Street Closure application with the event permit application a minimum of 60 days prior to the event date.
2. It is the applicant's responsibility to contact the Right-of-Way Division a minimum of 60 days prior to the event to discuss Maintenance of Traffic needs.
3. FDOT permit may be required.
4. The City of Punta Gorda Right-of-Way Division has final selection of all employees who work extra-duty details.
5. If a Maintenance of Traffic plan is provided by the City of Punta Gorda Right-of-Way Division, additional charges **may** apply.
6. Contractual services for Public Works personnel for MOT does NOT include any required Police or Fire personnel. Those services will include a separate contract for each department.
7. Payment is due within ten (10) days after the event date. Failure to submit payment within the ten (10) days, future event requests may be denied and could result in a legal collections process.
8. Cancellation of services by the Permittee (person/event requesting service) **MUST** be made at least five (5) days in advance. Failure to do so will result in the City of Punta Gorda Public Works Department billing permittee a \$250.00 equipment rental fee.

I have read, understand and agree to the above listed conditions.

Signature of Permittee/Vendor/Employer Requesting Extra Duty Detail

Date