



**SPECIAL EVENTS GRANT PROGRAM APPLICATION**

**Submission deadline:**

**August 30, 2018**

1. Event Title: Craft Fair 2018
2. Date/Place of Event: Fall Harvest Festival - Sabal Pines Park  
11-10-2018
3. Has the event site been reserved? ☒ Yes ☐ No
4. Name of Organization: The Women's Club of Coconut Creek  
Contact Person: Tanell Bantz Title: \_\_\_\_\_  
Phone: 954-478-6598 E-mail: Annual Fair Coconut Creek@gmail.com  
Mailing Address: 3840 NW 11th St Coconut Creek FL 33066
5. Chief Administrative Officer/President Mary Kinzons  
Phone: 954-952-6255 E-mail: Schuchmid@gmail.com
6. Brief Description of Event/Approximate Number of Attendees: Vendors selling  
Items in 10x10 spots. 25-40 vendors at Fall Harvest  
Festival
7. Attach non-profit certification (tax-exempt status) and Certificate of Incorporation as a registered entity in the State of Florida.  
Attached: ☒ Yes ☐ No
8. Bank affiliations: Chase
9. What is the date of your organization's original non-profit status? 1970
10. How much is total cost of your event? \_\_\_\_\_
11. Is your event open to the public? ☒ Yes ☐ No
12. Percentage of Creek residents attending events: 75%
13. What is the total monetary amount requested from the City of Coconut Creek? (An Itemized list showing exact dollar figures is required.) 304-
14. How will the funds be used? Advertisement toward vendors  
to get them to book a spot and flyers for event as  
well as set up
15. What are the in-kind requests from the City of Coconut Creek? Charles B. Lee  
8 tables / 16 chairs / Banners / Advertising

PROPOSED EVENT BUDGET  
CITY OF COCONUT CREEK  
SPECIAL EVENTS GRANT PROGRAM

Name of Organization: The Women's Club of Coconut Creek  
Name/Date of Event: 11-10-2018 Craft Fair 2018

**ANTICIPATED REVENUES**

Your Organization's Contribution: \$ \_\_\_\_\_

**Additional Revenue Sources:**

Ticket Sales: Vendor Spts

Donations, Sponsorships & Contributions:

Other - (List):

Total Anticipated Revenue:

\$ 50<sup>00</sup> x 25 = 1250<sup>00</sup>  
Swing bags / ~~Boat~~ time from members  
\$ 1100 - 1500 -

**ANTICIPATED EXPENDITURES**

Advertising and Publicity:

Equipment Rentals:

Facility Rental:

Insurance:

Lodging:

Security/Police:

Printing:

Postage:

Supplies & Materials:

Professional Fees:

Technical Equipment Expenses:

Travel and Transportation:

Other:

Total Anticipated Event Expenditures:

\$ 80<sup>00</sup>  
8 tables - 6 chairs in-kind  
74 -  
NA  
NA  
50<sup>00</sup>  
NA  
150<sup>00</sup>  
NA  
NA  
NA  
\$ 304 -

**Disallowed Expenses:**

**Salaries, Benefits & Permanent Equipment**

We hereby certify that all figures, facts, and representations made in this statement are true and correct to the best of my knowledge.

Chief Administrative Officer/President Signature: Mary Kirioune  
Date: 8/29/2018

Chief Financial Officer/Treasurer Signature: Janell Bant  
Date: 8/28/18

16. List other funding/grants that will go toward the event (i.e. cash, in-kind services, donations, grants, etc.).

To: Kind Sponsors from Martine to set up and  
coordinate vendors @ Bala table / Quilt table / and  
Santas Brunch table

17. What benefits and positive effects will the City of Coconut Creek receive if a grant is awarded?

we will provide an array of vendors for  
attendees of The Fall Harvest Festival and  
provide information on upcoming events for  
Coconut Creek Residents

18. What percentage of the profits will go towards charity? What percentage will go towards administrative costs? 95% toward charity, 5% toward administrative

19. ☒ I am duly authorized to speak on behalf of my organization.

20. ☒ I understand that I must timely submit all the required reimbursement documentation prior to receiving reimbursement for any authorized expense under the Special Events Grant Committee's award letter.

21. ☒ I hereby certify that my organization does not and will not engage in any form of discrimination and prohibits discriminatory activity.

22. ☒ In consideration of participating in the Special Events Grant Program, my organization agrees to be fully responsible for its acts of negligence or its employees' acts of negligence when acting within the course of scope of their employment, which may arise out of, in connection with, or because of the Special Events Grant Program. Nothing herein is intended to serve as a waiver of sovereign immunity by either party under Section 768.28, Fla. Stat., nor shall anything included herein be construed as consent to be sued by any third parties in any matter arising out of the Special Events Grant Program.

Note: You may attach additional pages, if needed.

Mary Kinirons  
President/CEO Signature

0032671 07/18/17



## Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

*Per  
Tanner  
has been  
renewed*

DR-14  
R. 10/15

85-8012583372C-1	08/30/2017	08/30/2022	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

THE WOMENS CLUB OF COCONUT CREEK INC  
4140 NW 9TH CT  
COCONUT CREEK FL 33066-1645

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



## Important Information for Exempt Organizations

DR-14  
R. 10/15

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.036, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.