



SPECIAL EVENTS GRANT PROGRAM APPLICATION

Submission deadline:

August 30, 2018

1. Event Title: Festival of Lights (Candle Kits)
2. Date/Place of Event: 12/8, 12/9, 12/15, 12/16, 12/22, 12/23, 12/24/18
Community Ctn, Rec Center, Sabal Pines Park, Donaldson Park 10am-4pm
3. Has the event site been reserved? ☒ Yes ☐ No
4. Name of Organization: The Women's Club of Coconut Creek
Contact Person: Sandy Welch Title: Board of Directors
Phone: 954-478-8352 E-mail: SANDY.WELCH@HOTMAIL.COM
Mailing Address: 4372 NW 44th Terrace, Coconut Creek, FL 33073
5. Chief Administrative Officer/President Mary Kinirons
Phone: 954-952-6255 E-mail: SCHUCHMD@gmail.com
6. Brief Description of Event/Approximate Number of Attendees:
Since 1972 The Women's Club has sold candle kits to residents who practice the tradition of putting out luminaries along their streets on Christmas Eve. Club sells up to 400 kits to at least that many residents each year. Even more residents enjoy the tradition by driving through.
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? April 10, 2002
10. How much is total cost of your event? \$1,745.00
11. Is your event open to the public? ☒ Yes ☐ No
12. Percentage of Creek residents attending events: 95%
13. What is the total monetary amount requested from the City of Coconut Creek? (An itemized list showing exact dollar figures is required.) \$700.00
14. How will the funds be used? 2 new banners and permits to sell at Rec Center, Community Center, Sabal Pine Park, and Donaldson Park
15. What are the in-kind requests from the City of Coconut Creek?
Request for 2 new banners since we added 3 new locations to candle kit sales, as well as permits for all 4 kit sale locations.

16. List other funding/grants that will go toward the event (i.e. cash, in-kind services, donations, grants, etc.). Pinto Builders donates sand, which they deliver to Donaldson Park, and it is used to fill the luminary bags before placing the candle in each luminary bag.

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

This annual tradition used to only take place in the South Creek part of Coconut Creek. However in past few years the Club is marketing residential areas in the rest of the City. The event is promoted and publicized in local newspapers as a "community" event, inclusive of all residents.

18. What percentage of the profits will go towards charity? What percentage will go towards administrative costs? 94% of profits go towards scholarship

program for high school students who reside in Coconut Creek, sports teams, and Police Explorers.

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.

Mazy Kinirons, President
President/CEO Signature

**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: Festival of Lights 12/8, 12/9, 12/15, 12/16, 12/22, 12/23,
12/24/18

ANTICIPATED REVENUES

Your Organization's Contribution: \$ Volunteers (Club members & students)

Additional Revenue Sources:

Ticket Sales: 3,000.00

Donations, Sponsorships & Contributions: _____

Other - (List): _____

Total Anticipated Revenue: \$ 3,000.00

ANTICIPATED EXPENDITURES

Advertising and Publicity: \$ _____

Equipment Rentals: _____

Facility Rental: Donaldson Park, Rec Center, Community Ctr., Sabal Pine Park

Insurance: 67.00

Lodging: _____

Security/Police: _____

Printing: _____

Postage: _____

Supplies & Materials: 980.00 (candles, bags, candy canes)

Professional Fees: _____

Technical Equipment Expenses: _____

Travel and Transportation: _____

Other: 700.00 2 banners and permits

Total Anticipated Event Expenditures: \$ 1,745.00

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: [Signature]

Date: 8/27/18

Chief Financial Officer/Treasurer Signature: [Signature]

Date: 8/29/18



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

*Per
Torrence
has been
renewed*

DR-14
R. 10/15

85-8012593372C-1	09/30/2017	09/30/2022	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

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R. 10/15

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, 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.