

**PORTUGUESE AMERICAN CLUB
130 East Prospect Ave
Mt. Vernon, NY 10550
T: (914) 664-8346**

E: pacmountvernon@gmail.com

4/30/2025

City of Mt Vernon, NY
City Clerk Office
Attn: K. Thompson
Attn: City Council of Mt Vernon
Mt Vernon, NY 10550

Re: City Permit for Annual Special Event / Block Party for 6/8/2025

Dear City Council of Mt Vernon;

The Portuguese American Club of Mt Vernon hereby respectfully request permission to hold the following events on Portugal Place;

- Annual St Antonio (Anthony) Feast on Sunday, June 8, 2025 from 10am to 10pm
(time to set up and clean up afterwards)

As requested, attached please find our applications with the required documents & payments;

- Completed permit application
- Certificate of Insurance
- Signed Consent form from neighbors
- R & I Agreement

Please note that I personally met w the Mt Vernon Fire Captain at the Lincoln Ave firehouse, and showed him the tent that were are asking to put up as it will only be used to protect all the volunteers and products from the sun/rain. He stated this will not be an issue as No grills or burners will be under the tent. The Fire Captain was advised that we will be using bbq grills (charcoal) many, many feet away from the tent. Safety measures will be in place thru out the event location.

As always, we hereby invite all the members and their spouses/families of all the City Hall Departments to be with us at our annual events as our guests.

Thank you very much for your prompt attention to our requests.

Yours truly,

Portuguese American Club of Mt Vernon

Elizabeth Ferreira

Elizabeth Ferreira
President 2025

Special Event Application

SEB-25-2

Submitted On: May 6, 2025

Applicant

 Elizabeth Ferreira

@ pacmountvernon@gmail.com

Primary Location

130 PROSPECT AV ,E
Mount Vernon, NY 10550

Applicant Information

Is the applicant an individual or an organization?

Business / Organization

Applying Organization / Business Name

Portuguese American Club

Applicant Address (Street Name, City, State, ZIP code, PLEASE!)

130 East Prospect Ave, Mt Vernon, NY 10550

Applicant's Daytime Phone Number

Organization/Business Main Contact Person

Elizabeth Ferreira

Event Information

Event Name

St Antonio Feast_Portugal Day

Event Sponsor

Portuguese American Club

Event Date

06/08/2025

Rain Date

06/15/2025

Event Location

Portugal Place (between Elm Ave & E Prospect Ave)

Start Time (e.g. 10 AM)

11:00 am

End Time (e.g. 7 PM)

8:00 pm

Streets to be Closed (Please include cross streets, e.g. 3rd Ave, between 1st and 2nd Streets)

Portugal Place (between Elm Ave & E Prospect Ave)

Event Information

Event details.

Celebration of Portuguese tradition/cultural in honor of St Antonio & Portugl Day for the Portuguese American community & for the local community in whole as well.

Special Accommodations (Check all necessary for your event)

Parking Control

true

Sound Amplification Equipment

--

Use of Open Flame

true

Stage, Tent, or Canopy

true

Please give us the size/dimensions of the tent or canopy.

10x15

Will you be having any vendors at your event?

NO

Are you requesting to use Private Security?

NO

Additional Notes/Requests

Additional Information

We have continued this tradition block event for the past 30+yrs with no issues. As always, we will clean up the whole area before and after the event. thank you

Applicant Acknowledgement

I, the applicant, acknowledge that the information contained in this application is true and complete to the best of my knowledge. I affirm that I, all other parties to this application, as well as those involved with this event will abide by the laws of New York State, and the ordinances of the County of Westchester and the City of Mount Vernon.

true



Office of the City Clerk
One Roosevelt Square, Room 104
Mount Vernon, New York 10550
(914) 665-2351
cityclerk@mountvernonny.gov

EVENT NAME & DATE: St Antonio Feast/Portuguese Day
EVENT SPONSOR: Portuguese American Club

REIMBURSEMENT AND INDEMNIFICATION AGREEMENT

In consideration of the granting of a block party/special event permit by the City of Mount Vernon ("the City") for the above named event do hereby agree to indemnify and hold harmless the City of Mount Vernon, its officers, employees and agents from and against all liability, damage, claims, demands, costs, judgments, fees, attorney fees, or loss arising out of the grant of this Block Party/Special Event Permit and at their sole expense and agree to bear all other costs and expenses relating thereto, and to reimburse the City for any costs incurred by the City in repairing damage due to the actions of the Sponsors and/or by the Sponsors' officers, employees or agents, vendors or any person or entity under the Sponsors control. Further, the Sponsors hereby agree to defend the City, its officers, employees and agents from any liability to any person or entity resulting from any damage or injury occurring in connection with the event proximately caused by the actions of the City and the Sponsors' officers, employees or agents, or any person who is under the Undersigned's control.

ADDITIONAL GUIDELINES

- Sidewalks are to remain open to pedestrians with proper visible signage.
- The Police Department will determine whether police presence is required and how much is required. The event organizers will have to pay the salary for each officer. Payment must be received 72 hours in advance of the event. The Police Department will determine if Auxiliary Police can be used in lieu of Police Officers.
- If requesting authorization to procure private security, all must have an NYS Security License and provide proof of being bonded. All documentation must be submitted 72 hours before the event.
- No alcohol use is permitted on city property as per City Code §191-1. The sale of alcohol is prohibited.
- If your event is in a residential area and using vendors, the vendors must set up only on one (1) side of the street and not obstruct driveways.

IN WITNESS WHEREOF, the Sponsor/Organization/Applicant for the Block Party/Special Event Permit.
(Must be signed in the presence of a Notary/Commissioner of Deeds)

Print Name:	<u>Elizabeth Ferreira</u>
Authorized Officer Title (if applicable):	<u>President</u>
Signature:	

State of New York ss.:
County of Westchester

On the 30 day of APRIL in the year 2025 before me, the undersigned, personally appeared ELIZABETH FERREIRA, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Subscribed and sworn/affirmed before me this) 30 day of APRIL, 20 25
Print Name: Velma Saunders
Signature:
Qualified in Westchester County Commission Expires: 07/20/2027

effective: April 1, 2025

VELMA SAUNDERS
Notary Public, State of New York
REGISTRATION NO. 01SA0011612
QUALIFIED IN WESTCHESTER COUNTY
COMMISSION EXPIRES JULY 20, 2027