





## **TECO LINE STREETCAR SYSTEM POLICY FOR SERVICE TO CEASE FOR PARADES**

1. The goal of the Tampa Historic Streetcar, Inc. is that streetcar service not be interrupted in any way, and when unavoidable, that the interruption be as short as possible.
2. If streetcar service is adjusted, then the festival or parade sponsor must purchase interior advertising placards for placement in the streetcars. One placard in each of the eight streetcars shall be purchased for a period of three months prior to the event. The cost, terms and design of the placards shall be consistent with the guideline established for the Streetcar Interior Advertising Program for the TECO Line Streetcar System.
3. The event sponsor, at their cost, shall promote the use of the streetcar system in event literature, including press and public notifications, and if extra service is provided, advertisements shall be placed in local publications and websites describing the extra service. The purpose is to enhance the likelihood of ridership. One goal is emphasize the use of remote parking and use of the streetcar to the event.
4. The City of Tampa, HART, and Tampa Historic Streetcar, Inc. shall be held harmless and indemnified for damage to the line (track, track way, median, signage, electrification, catenary system, etc.) and stations; and for the death or injury of parade attendees, workers and others. Proposed insurance policy shall be presented with the service change proposal before THS will approve change requests. The coverage level shall be consistent with the level required by the City of Tampa. Proof of insurance shall be provided to each of the entities listed above 45 days prior to the event or the agreement to allow the service change will be revoked.
5. A Release and Indemnification Agreement for all participants in a parade, on a float, or any other such thing, or setting up or breaking down and/or while assembling before or disbanding after a parade or event, shall be signed by all participants before partaking in the event. The draft agreement shall be approved

**TECO LINE STREETCAR SYSTEM  
POLICY FOR SERVICE ALTERATIONS FOR PARADES  
PAGE 2 OF 2**

- by HART 45 days prior to the event and the signed release and indemnification agreements shall be delivered to HART's Special Services and Business Development Liaison at 201 East Kennedy Boulevard, Suite 900, Tampa, FL 33602.
6. The maximum float height for floats shall be no more than 17 feet, including participants with costume elements.
  7. If the event includes a parade that requires the discontinuance or interruption of service and turning off of power, the event sponsor shall be responsible for paying HART for the following expenses as appropriate:
    - Charge for turning the power on and off and checking line - \$200.00
    - Potential lost revenue –\$100.00 per vehicle for total of \$400.00
    - Staffing of extra personnel at a temporary stop and other key stations to inform riders about the service interruption - \$200 + Number of personnel x \$35 per hour x hours. Two hour minimum. Required number of personnel will vary depending on size of the event.
  8. If the parade participants cross the tracks while assembling before or after disbanding a parade or event, or while setting up and breaking down at each end, the sponsor must pay for HART personnel to be present to police the crossing of the streetcar tracks, or they must pay for off-duty Tampa Police Department officers to be present at all times.

These charges are payable in advance, and if not done per established schedule, the agreement to cease service during a parade will be revoked.

**EFFECTIVE DATE: MARCH 16, 2005.  
REVISED JUNE 18, 2003.  
REVISED NOVEMBER 19, 2003.  
REVISED FEBRUARY 18, 2004.  
REVISED MARCH 16, 2005.  
REVISED FEB. 2006**



201 E. Kennedy Boulevard, Suite 900, Tampa, Florida 33602  
 Tel: (813) 223-6831, Ext. 2206, Fax: (813) 223-7976

**Streetcar Special Event Agreement**

**Event Name:** \_\_\_\_\_ **Event Date:** \_\_\_\_\_  
**Request Date:** \_\_\_\_\_ **Name of Organization:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
**Daytime Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_  
**Description of Event:** \_\_\_\_\_

**Service Changes During Special Events**

I am requesting that the streetcar service change as described below. Check all that apply.

\_\_\_\_\_ Requesting that the last eastern streetcar stop be at:  Tampa Bay Federal Credit Union Station  
 (Central Ybor)  Ybor Station.

\_\_\_\_\_ Requesting that the streetcar cease service during Parade.  
 Cease Service from \_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_ Requesting to cross the streetcar tracks during set up or break down, and/or while assembling before or  
 disbanding after a parade or event.

**Terms**

**Proof of Insurance**

\_\_\_\_\_ Proof of insurance is attached. (Must be received 45 days prior to event.)

**Release & Indemnification**

\_\_\_\_\_ A Release and Indemnification Agreement that has been approved by HART (required 45 days in  
 advance of event)

N/A - The Release and Indemnification Agreement shall be signed by all participants in the parade, on a float,  
 disbanding after the parade or any other such thing, before partaking in the event. Signed release and  
 indemnification agreements shall be delivered to HART's Special Services & Business Development (located at  
 201 E. Kennedy Blvd. Suite 900 Tampa, FL 33602) prior to the event.

**Extra Service**

Extra service is required. \_\_\_\_\_ Extra service is not required. \_\_\_\_\_  
 Total Cost of Extra Service: \$ \_\_\_\_\_  
 Amount due to Hillsborough Area Regional Transit: \$ \_\_\_\_\_

Publicity of Streetcar Service (and extra service, if required). Advertising will be placed in the local publications  
 and websites according to the Policy promoting the use of the streetcar system (and promoting extra service if it is  
 required). Description of advertising with inclusion of the streetcar (dates, names of publications, and websites)

| Source | Due Date for Promotional Draft | Promotional Total Time, Space or | % time/space to cover streetcar |
|--------|--------------------------------|----------------------------------|---------------------------------|
|--------|--------------------------------|----------------------------------|---------------------------------|

**TECO LINE STREETCAR SYSTEM SPECIAL SERVICES**

**PAGE 2**

|                 |             |                 |                |
|-----------------|-------------|-----------------|----------------|
|                 | <b>Copy</b> | <b>Quantity</b> | <b>service</b> |
|                 |             |                 |                |
| <b>Message:</b> |             |                 |                |

**Interior Advertising**

\_\_\_\_\_ I agree to purchase interior advertising placards for placement on each of the eight streetcars three months prior to the event according to the guideline established for the **TECO Line Streetcar System Streetcar Interior Advertising Card Program**. Total Cost: \$ \_\_\_\_\_

**Description of Charges**

| <b>Charges (check all that apply)</b>   | <b>Cost</b> |
|---|-------------|
| _____ Charge for turning off the power and checking line - \$200  | \$          |
| _____ Potential lost revenue – \$100 per hour for a total of \$400  | \$          |
| _____ Staffing of extra personnel at the temporary 7 <sup>th</sup> Avenue stop and other key stations to inform riders about the service interruption - _____ x \$35 per hour x _____ hours. Two hour minimum. Required number of personnel will vary depending on size of the event. | \$          |
| _____ Staffing where event participants will cross the streetcar tracks while setting up or breaking down and/or while assembling before or disbanding after a parade or event.   | \$          |
| _____ Charges associated with extra service   | \$          |
| _____ Charges associated with interior advertising  | \$          |
| <b>TOTAL COST:</b>  | \$          |

**Payment Information**

Payment is due **prior** to event date, and if not done per established schedule, the agreement to cease service during the parade will be revoked. Check or money order **ONLY**. This Special Event Agreement Form will serve as your invoice. Make check(s) payable to: **HART** and forward to: **ATTN: Special Services, HARTline, 201 E. Kennedy Blvd, Suite 900, Tampa, FL 33602**

Tampa Historic Streetcar:

\_\_\_\_\_  
Approval/Disapproval (circle one)

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
HART Signature/Date

**I have read and understand the information provided in this Special Event Agreement and in the TECO Line Streetcar System Policy for Service Changes During Special Events and the TECO Line Streetcar System Policy for Service to Cease for Parades.**

\_\_\_\_\_  
Customer Signature/Date

STATE OF FLORIDA; COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2006, by \_\_\_\_\_, as agent for \_\_\_\_\_

NOTARY PUBLIC-State of Florida

Sign \_\_\_\_\_

Print \_\_\_\_\_

(Seal)

Personally Known \_\_\_\_\_; OR Produced Identification \_\_\_\_\_

Type of Identification Produced: \_\_\_\_\_



RELEASE AND INDEMNIFICATION AGREEMENT  
FOR SERVICE CHANGES DURING SPECIAL EVENTS

The undersigned sponsor \_\_\_\_\_ or participant (as the case may be) in the \_\_\_\_\_ (event), taking place on \_\_\_\_\_ (date) in Tampa, Florida, hereby releases Tampa Historic Streetcar, Inc., The City of Tampa, and Hillsborough Transit Authority (collectively, the "Released Parties") from any and all loss, claim, damage, cost, expense or liability (whether arising from personal injury or damage to property, and including attorneys' fees and the costs of litigation) which the undersigned may sustain or incur from participation in the \_\_\_\_\_ and accepts full responsibility of any such loss. The undersigned hereby also agrees to indemnify, defend and hold harmless the Released Parties from any and all loss, claim, damage, cost expense or liability (whether arising from person injury or damage to property, including any damage to property of the Released Parties and including attorney's fees and the costs of litigation) which Released Parties may sustain or incur as a result of the undersigned's participation in the \_\_\_\_\_. The undersigned also agrees to purchase insure adequate to cover this risk. Part of the consideration for this Release and Indemnification Agreement is the permission granted by the Released Parties to allow participants in the \_\_\_\_\_ (event) on 8<sup>th</sup> Avenue from 100 east of 17<sup>th</sup> street along the line and at the station to the Streetcar's System's eastern terminus. The undersigned also agrees that nothing will be erected on the streetcar trackway on 8<sup>th</sup> Avenue, within 10 feet of the line or erected in the shelter area.

I, the undersigned do personally warrant that I am authorized to execute this document on behalf of the entity identified below.

Sponsor/Participant:

\_\_\_\_\_  
Name of Sponsor:

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date Executed: \_\_\_\_\_

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Print Name

Date Executed: \_\_\_\_\_