



CO-SPONSORSHIP REQUEST PACKAGE AND APPLICATION

FY 2024

Organization Name: Blazing Trails/Larsen Motorsports

Event Name: Sick Week Stop

Contact Name: Elaine Larsen

City Use Only

Date Received: 12/3/2024

Received By: Daniel Waite

Council Meeting Date: 12/19/2025

*Please submit a completed package and application with all applicable
attachments to: specialeventapplications@palmbayflorida.org

{Please use in Subject Line: Co-Sponsorship Request – Event Name – Organization – Event Date}

Co-Sponsorship Application

The City does not provide direct monetary funds, but in-kind services only

I. The City of Palm Bay reserves the right to refuse any request of co-sponsorship.

Non-Profit/Organization Name: Blazing Trails

Event Name/Title : Sick the Magazine Stop 1/27/2025

Contact Last Name: Larsen First Name: Elaine

Address: 2495 Palm Bay Road NE

City/State/Zip: Palm Bay, FL 32905

Home Phone: _____ Cell Phone: 863-521-8637

Email: elaine@lmsjets.com

Please select **all** applicable options:

☒ Free Event (required) ☒ Open to the public (required) ☒ Non-Profit / Tax exempt ☐ Government Entity

Applicant must submit a copy of their W-9 form and IRS Certification of Exemption.

All application packets must be submitted well in advance of the event, at a minimum of forty-five (45) days prior to the allotted Regular Council Meeting (RCM) Agenda date as assigned by City staff where the application will be considered. (Organization representative must attend scheduled council meeting)

Event Date(s) being requested: _____
January 29, 2025

Events that do not qualify include the following:

- * Charge a fee for public participation. This includes events with an admission fee, ticket fee, and/or team/individual entry fees) includes benefit walks, runs and challenges where participation fee or team fundraising takes place.)*
- * Are used to promote political parties or political advocacy groups.*
- * Are primarily focused on commercial or nonprofit promotion, fundraising, or personal gain.*



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II. The following evaluation criteria is being requested for recognition:

{Check all that apply and please explain your selections. You may attach answers as an additional sheet}



Provides public purpose by meeting one or more of the goals noted within the Co-Sponsorship Policy. ***{check all that apply}***



Promote the City as a desirable place to live, visit and do business.



Promote the City as a visitor destination, provide a positive economic impact, and/or generate tourism-associated revenue.



Enhance the quality of life and well-being of some or all residents of the community



Advance the City's commitment to and pride in being a multicultural community.



Promote cultural and artistic awareness within the City.

Please explain:

This is a stop for a car rally/race that will bring out people of all ages. YouTube influencer's and other racers will come from across the country to join in the rally. This is a way to promote "hands on" STEM outreach in the Motorsports area. Most, if not all of the racers have built their vehicles in their own garage. They will then meet up, race down a track then have to drive these road legal cars to the next destination. This promotes teamwork, tenacity and it brings people together. These stops are used to bring community out to join in the celebration. There will be over 450 cars with two per car that will be coming in. The stops will be our chance to showcase what Palm Bay has to offer to promote the contestants to come back to our area and enjoy. They will also promote to their social media followers.



Costs for this co-sponsorship serves a public purpose by providing or expanding public services or programs.

Please explain:



The event complements current City Special Event Programming.

Please explain:



Applicant has prior experience with organizing/producing this type of event.

Please explain:

We have hosted many events like car shows, open houses and maker fairs at our facility. It has brought out community and outside vendors and spectators.



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III. The following evaluation criteria is being requested for recognition:

Please provide your in-kind request from the city that would affect in-kind City impact for which co-sponsorship is requested. Ex: Stage, Bleachers, Tents, PD, Fee Waiver, etc.

{separate sheet can be used if necessary}

We would like to request the stage and the bleachers for this event. It will provide a more professional and more enjoyable experience for the contestants as well as the spectators. We will use the stage for interviewing the racers as well as contests. We will have a MC to keep the people up to date and on task.

Volunteer hours the organization will provide to conduct this event, please use a list or table-format to show planning, set-up, breakdown and clean-up. *{separate sheet can be used if necessary}*

Estimated Total Hours: 325

Estimated Total Volunteers: 30

Please provide a full budget reflecting the contributions the organization will make toward the event, including all direct costs, in-kind costs, total donations, staffing costs, or other sponsorships if applicable. *{Please provide a break down on separate sheet}*

Estimated Total Monetary Contribution from Organization: Porta Potty rental \$1000

**Funds will be available on a first-come, first-served basis.*

**Consideration will be based on the availability of City funds at the time of the application.*

**An eligible applicant seeking co-sponsorship shall not exceed \$12,500, of in-kind General Fund impact per event, and is limited to one co-sponsorship per fiscal year, per taxpayer identification number.*

**For calculation purposes, in-kind labor is calculated for labor provided on the day(s) of event.*



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IV. Applicant Check List

Please use this checklist to make sure you are submitting a completed Co-Sponsorship request application.

- ☒ a. A cover letter describing how the event will meet each of the evaluation criteria, as stated above, will benefit the City, its residents and visitors;
- ☒ b. A completed City Special Events Application and Agreement;
- ❖ c. In-Kind expenses/waivers from the City will be provided by the City of Palm Bay based on your response to section III and the completed special event application;
- ☒ d. A list or table of volunteer/staff hours the organization is providing to conduct the event, delineated by categories of event preparation to include (but not limited to): planning, set-up, breakdown, and clean-up;
- ☒ e. Applicant must also provide a full budget reflecting the contributions the organization will make toward the event, including all direct or in-kind costs, total donations, staffing costs, or other sponsorships if applicable;
- ☒ f. Applicant must submit a copy of their W-9 Form for Taxpayer Identification Number and Certification; and
- ☒ g. A copy of the non-profit organizations IRS Certification of Exemption.

Filing of an application is not a guarantee that co-sponsorship will be approved. Other factors may be reviewed, including but not limited to safety and liability concerns for the public, at the discretion of the City Manager. Following recommendation by the City Manager, the City Council will have the final determination as to whether the application is approved or denied, at a regularly scheduled Council meeting.

Submission Date: 12/3/2024

Applicant Signature: Elaine Larsen Digitally signed by Elaine Larsen
Date: 2024.12.03 14:33:58 -05'00'





City of Palm Bay,

We would like for you to consider co-sponsoring our event on January 29, 2025. This is a road rally that will have over 450 cars with over 900 participants. This is a high impact, media pull from youtube influencers as well as the road rally a like. This will draw people in from neighboring counties to see the cars, talk to the drivers and cheer on their favorite teams. It will also allow us the opportunity to showcase what Palm Bay has to offer, in technology, tourism and a great place to live.

This event will also boost the local economy as cars from all over will come in, purchasing food, gas and any supplies they may need to keep their cars running and going to the next stop.

Other local companies will showcase what we do here in Palm Bay with their booth space. We are requesting bleachers and the stage if possible so that our event not only looks professional, it is run professionally.

Event details: January 29, 2025 12-8 pm

Expected attendance 1000-2000

Estimated volunteers 30-40

Food Trucks – 3-4 food trucks

There really is no budget, the only costs will be for possible porta pottys. All booth space and manpower is volunteer and donated. We would also ask for help with the Palm Bay Police department to make sure the event runs smoothly with the cars coming in and out of the venue and city.

Thank you for your time and consideration.

Elaine Larsen

Elaine Larsen

Chairwomen/Blazing Trails

President /Larsen Motorsports

(863)521-8637

In-Kind City Impact Estimate

City of Palm Bay - Co-Sponsorship Request

It Starts in Parks

DATE: 1/29/2025

INVOICE #: 129202501

CUSTOMER ID: Blazing Trails

Event Time

9:00 AM - 1:00 pm

BILL TO

Blazing Trails

Event Date

Wednesday, January 29th, 2025

Event Name: Palm Bay stop in the Sick the Magazine Tour

Projected Attendance: 1000 throughout the event

Location: Larsen Motor Sports

Description		AMOUNT
Stage Rental Fee	Non-Profit Discount	\$750.00
Bleacher Rental Fee	Non-Profit Discount	\$250.00
Stage and Bleacher Set up and Breakdown Fees	\$140.00 x 2	\$280.00
Fire Inspection Fee	Outdoor Inspection	\$125.00
In-Kind TOTALs		\$1,405.00

Any Questions please contact: Daniel Waite 321-626-2912 ext. 2065 E: Daniel.Waite@pbf.org

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 04 2018

BLAZING TRAILS CORP
C/O CHRIS LARSEN
1251 TAMANGO DR
WEST MELBOURNE, FL 32904

Employer Identification Number:
82-0878895
DLN:
17053123321028
Contact Person:
JACOB A MCDONALD ID# 31649
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
March 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
March 17, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

BLAZING TRAILS CORP

Sincerely,

Stephen a. martin

Director, Exempt Organizations
Rulings and Agreements