


APPLICATION REVIEW

SPECIAL EVENT: SPECIAL EVENT PERMIT APPLICATION

Application Review

9th Annual Head for the Cure 5K - Orlando
Saturday February 28, 2026

Under Review

 Print Application

Application Comments

 Permit Coordinator /  Dec 01, 2025 04:38 PM

[More Info Needed](#)

 Permit Coordinator /  Dec 01, 2025 04:38 PM

Submitted

 Permit - Finance /  Dec 02, 2025 08:30 AM

Under Review

Details

Application ID: 2956
Permits:
Applicant: Reaghan Wharff
Account User: Reaghan Wharff
Permit Manager: Permit Coordinator
Last Updated: Jan 23, 2026 07:41:40 AM

Permits

There are no Permits for this application.

Related Applications

There are no related applications.

Billing

Date	Invoice #	Bill To	Due Date	Amount	Status	Department
12-01-2025	11446	Reaghan Wharff	12-15-2025	220.00	Paid	Special Event Division

Application

Comments and Files:

⬆ Organization Information

⬆ Contacts

Event Information Required

Event Name	9th Annual Head for the Cure 5K - Orlando
Event Description	timed 5k run/walk raising money for brain cancer research
Primary Event Category	Run/Walk/Cycling/Athletic
Secondary Event Category	Run/Walk/Cycling/Athletic
Is this event open to the public?	Yes
Are you charging admission or registration fee?	Yes
Describe Event Admission/Registration Fee	\$50 cash, card, venmo - all proceeds go to Orlando Health Cancer Institute and Dragon Master Foundation
Is this a first-time event?	No
Number of years held	8
Event Website	https://impact.headforthecure.org/orlando
Social Media Marketing Pages	No
Special Event Permit Calendar Description	Join us for our 9th Annual Head for the Cure 5K - Orlando as we raise funds, awareness, and hope for the San Antonio brain tumor community! Funds raised through this event will locally benefit brain tumor research at Orlando Health Cancer Institute, Dragon Master Foundation , Brains for the Cure, and other national brain cancer programs, education, and initiatives.
Public Inquiry Contact First Name	Head for the Cure Foundation
Public Inquiry Email	info@headforthecure.org
Public Inquiry Phone	813-200-1732

Comments and Files:

Event Dates & Attendance Required

Same Day Set-up, Event and Tear Down	Yes
Event Date	02-28-2026
Set-up Start Time	6:00 am
Set-up End Time	8:00 am
Event Start Time	8:00 am
Event End Time	11:00 am

Tear Down Start Time 11:00 am
 Tear Down End Time 12:00 pm
 Anticipated Total Attendance 500
 Anticipated Peak Attendance 500
 Anticipated Peak Hour Start Time 8:00 am
 Anticipated Peak Hour End Time 11:00 am

Comments and Files:

✓ Event Location Required

Event Venue Type City Park or Facility
 City Park / Facility use for the event Harbor Park
 City Park or Facility Reservation Confirmation Number 2-25-026
 City Park or Facility Reservation Confirmation File(s) [Parks Rental Invoice.pdf](#)
 Upload
 Event Venue Description Harbor Park and trails around
 Course map - https://www.google.com/maps/d/edit?mid=1tZdpeTljT1cAhr_0Yp3MYzCuVyQ_yw-r&ll=28.57224871629805%2C-81.32810080896512&z=21
 Event Venue Map Address 4990 New Broad St, Orlando, FL 32814

Parks (Other Parks)

Approved

Comments and Files:

✓ ✓ Site Plan Required

Site Plan Files [Orlando Site Plan.png](#)
 Event Narrative and Timeline Timed 5k run/walk raising money for brain cancer research at Orlando Health Cancer Institute, Dragon Master Foundation. Music, announcements, face paint, snacks and coffee will be available to the participants

As the agent of the Host Organization, I understand and agree that I have the sole responsibility to fully depict all event plans, activities and components and other information on the site plan, route map and/or enclosed area diagrams submitted. Yes

Fire Marshal
Approved

Fire - Fiscal Coordinator
Approved

Comments and Files:

✓✓ Do you plan to use tents, stages and/or temporary built structures at your proposed event?

Yes

Will there be tent(s) or membrane structure(s) at your event? Yes

Will there be stage(s) at your event? No

Will there be temporary built structure(s) at your event? No

Estimated Total Number of Tents or Membrane Structure(s) 13

Tents will be provided by: Applicant only

Tent Sizes and Quantity 10' x 10'

Number of Tents (10' x 10') 13

Tents or Membrane Structures Files Upload

As the agent of the Host Organization, I agree to upload all required tent permits acquired at minimum of 30 days prior to the event start date. Yes

Planning/Permitting Services

Approved

Fire Marshal

Approved

Comments and Files:

 Fire Marshal  Dec 02, 2025 08:09 PM

Fire watch fee \$292.00 fire inspection food trucks, food vendors, warmers/chaffing dish, tents, stage, fencing, crowd control, inflatables, pyrotechnics/cold sparks, please contact Inspector J E Brand 407 246 3137 or email (Jennifer.Brand@Orlando.gov) payments contact Katrina Verbal 407 246 3649

✓ Do you plan to have food service for your event?

Yes

Estimated Number of Food Booths 2

Do you have food trucks onsite? Yes

Estimated Number of Food Trucks 1

Do you have food preparation onsite? No

Do you have pre-packaged on-site? Yes

Do you have open flame cooking? No

Do you have any other information regarding food service not mentioned above? No

Food Service Description We will have prepackaged snacks, as well as donuts/bagels and coffee

Food Vendor List

Check the box below if you do not have the required food vendor list at the time of submission.

As the agent of the Host Organization, I will upload required the food vendor list no less than 2 weeks prior to the event start date.

Fire Marshal

Approved

Comments and Files:

Fire Marshal Dec 02, 2025 07:57 PM

Fire watch fee \$292.00 fire inspection food trucks, food vendors, warmers/chaffing dish, tents, stage, fencing, crowd control, inflatables, pyrotechnics/cold sparks, please contact Inspector J E Brand 407 246 3137 or email (Jennifer.Brand@Orlando.gov) payments contact Katrina Verbal 407 246 3649

Will alcohol be served, consumed or sold, consumed at your proposed event? No

Do you plan to have amplified sound? (Musical instruments, bullhorns, wireless mics/speakers) Do you need a Loudspeaker Permit? Yes

Loudspeaker Activity Address 4990 New Broad St, Orlando, FL 32814

Loudspeaker Activity Description Announcements, program, music

LOUDSPEAKER DAY 1

Loudspeaker Date 02-28-2026

Loudspeaker Start Time 8:00 am

Loudspeaker End Time 11:00 am

Amplification Device Announcements, program, music

Estimated Attendance 500

Comments and Files:

Is your event a Race, Walk, Run, Cycling or a combination? Yes

ATHLETIC EVENT 1

Type of Athletic Event Competitive (Timed)

Other Athletic Event Description timed 5k run/walk

Athletic Event Start Date/Time 02-28-2026 9:00 am

Athletic Event End Date/Time 02-28-2026 11:00 am

Starting Location 4990 New Broad St, Orlando, FL 32814

Finish Location 4990 New Broad St, Orlando, FL 32814

Staging Location Same as starting location

Course Length/Distance 5K

Estimated Number of Participants 500

Is there a registration fee? Yes

Describe registration fee for this race \$50 registration fee that goes to brain cancer research at Orlando Health Cancer Institute and Dragon Master Foundation

List of proposed stops and duration of each along the course to include number of water stops and location of water stops as well as water stop logistics of placement and removal. none

Course map and turn-by-turn [Orlando Course Map.png](#)

Course map link https://www.google.com/maps/d/edit?mid=1tZdpeTlJTIcAhr_0Yp3MYzCuVyQ_yw-r&ll=28.57105873829361%2C-81.3277105511005&z=20

Course Details Trail, Sidewalk

Estimated total number of projected athletes 500

Are you placing any portable toilets or sinks along the route? No

Do you have an athlete pace chart? No

Do you have a time constraint / athlete cutoff plan? No

Will you use a pace vehicle/bike ahead of the participants or a tail vehicle/bike behind the participants? No

1st Athlete Start Time 8:15 am

Last Athlete Start Time 11:00 am

Does your event utilize corrals to organize athletes? No

Comments and Files:

Do you have a parade component in your event? No

Do you plan to include, close, modify and/or impact any public right of way? No

Will the event have vendors selling or giving away merchandise or services including donation at time of sales? Yes

Merchandise Vendor Type Give away , Selling

Estimated Number of Vendor Booths 8

Vendor Description sponsors, hospital partners, face painter

Vendor List File(s) Upload

Check the box below if you do not have the required vendor list at the time of submission. As the agent of the Host Organization, I will submit the required vendor list no less than 2 weeks prior to the event start.

Comments and Files:

Do you plan to use fencing or barriers? (e.g. event perimeters, beer garden, VIP area, parking, production, lines, etc) No

Do you plan to have pyrotechnics, fireworks, or flame effects? No

Will the event have any banners or signs? Yes

Comments and Files:

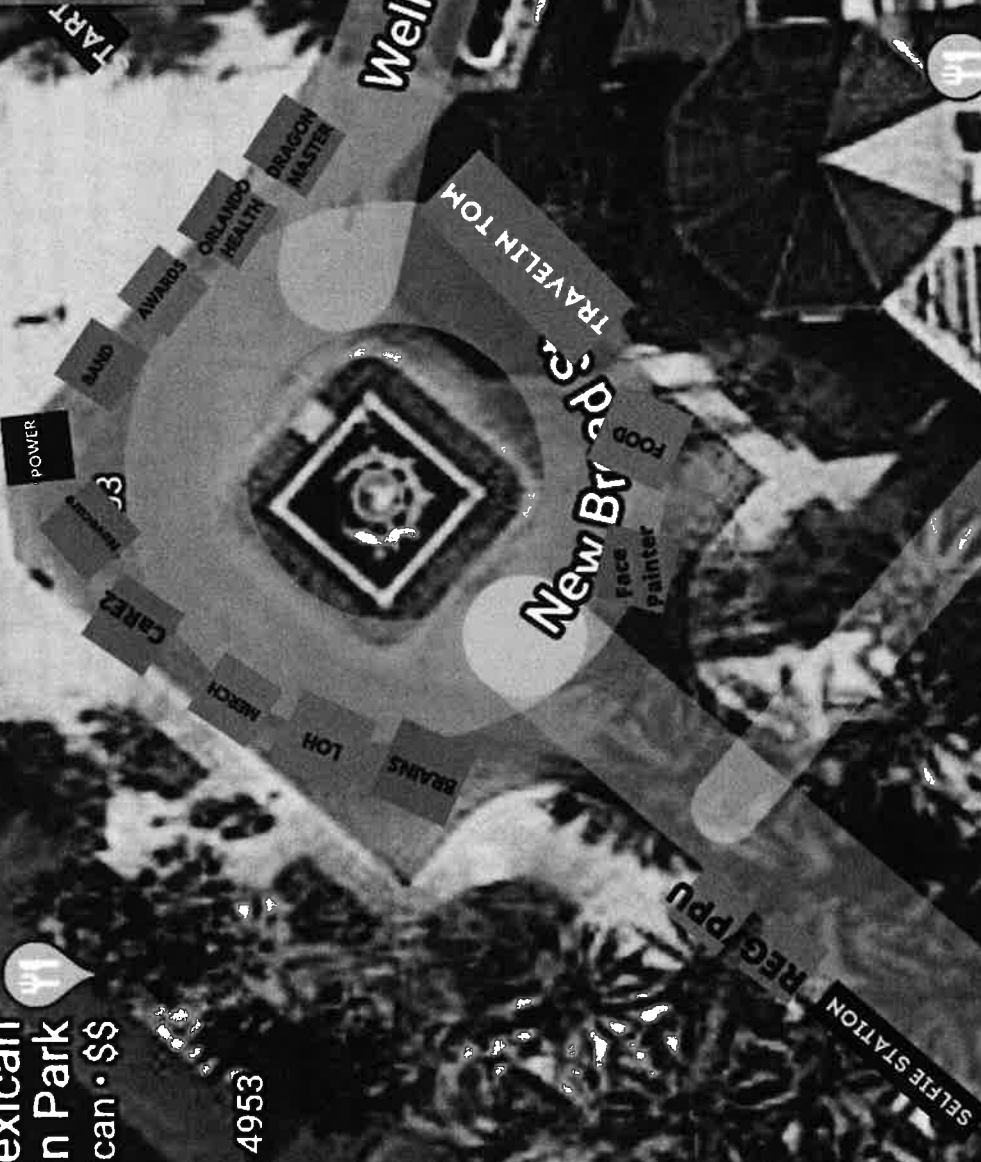
BATHROOMS

Welham St

Gator's Dockside
American • \$\$

Colibri Mexican
Cuisine Baldwin Park
Mexican • \$\$

Orlando Metro
Baldwin Park



4953

4931