

APPLICATION REVIEW

SPECIAL EVENT: SPECIAL EVENT PERMIT APPLICATION

Application Review

Walk to Defeat ALS at Orlando

Saturday March 14, 2026

● Submitted

 Print Application

Application Comments

Details

Application ID: 3505
Permits:
Applicant: Anna Pugh
Account User: Anna Pugh
Permit Manager: Permit Coordinator
Last Updated: Jan 22, 2026 01:25:08 PM

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
01-22-2026	11686	Anna Pugh	01-29-2026	420.00	Active	Special Event Division

Application

Administrative Tasks and Permit Notes  not viewable by applicant

Comments and Files:

▲ Organization Information

▲ Contacts

Event Information

Required

Comments and Files:

👤 Applicant / 📅 Jan 22, 2026 01:04 PM

Tried uploading again and tried attaching in the comment as well. If this is not the correct document you need please let me know!

[📄 Walk to Defeat ALS contract-receipt \(1\).pdf](#)

Event Dates & Attendance

Required

Comments and Files:

Event Location

Required

Comments and Files:

👤 Permit Coordinator / 📅 Jan 15, 2026 10:00 AM

Please upload your paid park rental confirmation.

Peter, Permit Coordinator

👤 Permit Coordinator / 📅 Jan 22, 2026 10:40 AM

Permit Coordinator Jan 15, 2026 10:10 AM

More Info Needed

Please upload your paid park rental confirmation.

Peter, Permit Coordinator

👤 Permit Coordinator / 📅 Jan 22, 2026 12:28 PM

Paid Park Confirmation was not uploaded.

Peter, Permit Coordinator

👤 Permit Coordinator / 📅 Jan 22, 2026 01:24 PM

Paid Park Receipt received. Thank you.

Peter, Permit Coordinator

Site Plan

Required

Site Plan Files

[2025 Walk Map Updated.pdf \(2\).png](#)

Event Narrative and Timeline

6:15AM
Committee Arrives / Orlando Party Rentals Arrive
6:15-7:00AM
Unload Uhaul, Lay tents in spots, Set up Volunteer Check in
7:00AM
Volunteers Arrive
7:00AM
AV- Leon Arrives
7:00AM
Volunteers set up tents, Committee assists
8:30AM
DJ Arrives
8:50AM
Set Up Complete/ Volunteer Huddle at Registration Tent
9:00AM
Registration/ Check-In Open
9:00AM
Emcee Arrives
10:55AM
Opening Program Starts
11:20AM
Walk Starts with Ribbon Cutting at Arch, Volunteers Cheering
10:25AM
Volunteers break down tents & tables
11:45AM
Volunteers report to arch to welcome walkers back
12:00-1PM
Continue breakdown/load Uhaul

(Event map is from last year. Sponsors may not be the same but overall layout will be the same with stage going near spots 13/17)

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

Comments and Files:

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

Comments and Files:

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

Comments and Files:

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 1 N Osceola Ave Orlando, FL 32801
Loudspeaker Activity Description Will have a DJ to keep attendees entertained and excited for the event. Before walk, will discuss the walk event, challenges and stories from others with ALS.

LOUDSPEAKER DAY 1

Loudspeaker Date 03-14-2026
Loudspeaker Start Time 7:30 am
Loudspeaker End Time 12:30 pm
Amplification Device Microphone and speakers
Estimated Attendance 500

Comments and Files:

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

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? Yes

Comments and Files:

 Permit Coordinator  Jan 15, 2026 10:12 AM

Please modify these street closure times to be more in line with the event times as needed.

Peter, Permit Coordinator

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

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:

Will there be aeronautical activity at your proposed event? No

Additional Information Required

Do you plan to have any other activities not yet mentioned? No

Comments and Files:

Security/Safety Plan

Required

Events requiring road closures or involving alcohol are required to hire extra duty officers for the safety of the attendees. If my proposed event have either of the elements, I understand and agree that I am required to hire extra duty officers for the safety of the attendees.

Yes

I also understand and agree that the Orlando Police Department will determine if and how many extra duty officers are needed for my proposed event.

Yes

I also understand that I must NOT discuss the details of my security plan outside of conversations with OPD and the City of Orlando. Sharing these details outside of OPD and the City of Orlando could compromise the integrity of my Security Plan.

Yes

Comments and Files:

Medical Plan

Required

Comments and Files:

Transportation Impact & Notification Plan

Required

Comments and Files:

Parking Plan and Impact

Required

Comments and Files:

Streets Cleaning and Stormwater Best Practices

Required

Which of the following discharges do you anticipate producing from your special event activities?

None

Will you be pressure washing?

No

My event will prevent illicit discharges into the stormwater system by:

We will not be creating any waste water.

How will you prevent debris from discharging into the stormwater system?

Removal of objects by hand before discharge

Describe in details how your event prevent debris discharge by removal of objects by hand

Will have cardboard trash boxes throughout event and will dispose of them to a waste facility afterwards

Will your event footprint touches city's property?

Yes

What is your plan on street sweeping and after-event cleaning?

Will walk through event site to dispose of any trash and take down any signs used for our event

As the agent of the Host Organization, I have read, understand, and agree to comply with the Best Management Practices (BMPs) as described on City of Orlando Stormwater Section Best Management Practices (BMPs) for Special Events and assume full responsibility for my vendors as it pertains to stormwater management. I understand that if the City of Orlando needs to clean up after my event I am liable for the costs of the cleanup.

Yes

Comments and Files:

Waste Removal Plan

Required

Trash Single Container

5

Do you plan to use dumpster(s) and roll off(s) to manage waste?

No

Do you want to rent garbage and recycling containers from the city?

No

Waste Container(s), Dumpster(s) and Roll Off(s) Drop Off Date/Time

03-14-2026 7:00 am

Waste Container(s), Dumpster(s) and Roll Off(s) Pick Up Date/Time

03-14-2026 12:00 pm

Hauling and/or Container Rental Company

Self

Waste Management Contact Name

Ashia Zayas

Waste Management Contact Phone

863-315-9050

Recycling/Waste Reduction Plan

Other

Other Recycling/Waste Reduction Method Description

Will recommend use of recyclable items use from vendors

I, an agent of the Host Organization, acknowledge that we will not use plastic straws, plastic bags or polystyrene ("Styrofoam") at our event, per City policy 137.2. I acknowledge that non-compliance with this policy may result in revocation or cancellation of future event permits. I understand that I am responsible for ensuring my Vendors and Service Providers adhere to City policy 137.2

Yes

Comments and Files:

Restrooms/Sinks

Required

Comments and Files:

Insurance

Required

Comments and Files:

Acknowledgement/Signature

Required

2024 Walk to Defeat ALS® Orlando

1 & 2- Registration & T-shirts (2 tents, 4 tables, 6 chairs)

3- Donut NV Food Truck



A- Art table- 1 tent, 2 tables, 2 chairs

4 & 5- Unlock ALS (2 tents, 3 tables, 4 chairs)

6- Advocacy- (1 tent, 1 table, 2 chairs)

7- Kona Ice

8- Mobility Works + Van (1 tent, 1 Table, 2 Chairs)

9 & 10 Advent + Wellness Lounge (3 tables & 6 chairs, B

11-Ability Medical (1 Table, 2 Chairs, BYO Tent)

12-Numotion(1 table, 2 chairs, BYO tent)

13-Univision- (BYO tent, table & chairs)

14 & 15- Orlando Health(2 table, 4 chairs, BYO 2 tents)

16-Permobil (1 Table, 2 Chairs, BYO Tent)

17-Comfort Keepers (1 tent, 1 table, 2 chairs)

18-Mitsubishi (1 tent, table & 2 chairs)

19-Rasmussen- (BYO tent, table & chairs)

20 & 21- Kids Zone (2 tents, 4 tables, 6 chairs)

22-Leon (BYO tent, table, chair)

23-Wild Palms Productions- DJ Victor (1 tent)

★ **-Top team- no tent, table or chairs**

S-Sign making (1 tent, 1 table, 2 chairs) | P - Prize Tent (1 ten

V-volunteer check in (1 tent, table, 2 chairs)

BOLD- Sponsor is providing a branded tent, red-concr

