



VILLAGE OF PALMETTO BAY  
9705 E. HIBISCUS STREET  
PALMETTO BAY, FLORIDA 33157  
(305) 259-1234 Fax: (305) 259-1290

Approved  
Edward Silva, Village Manager  
Date

**REQUEST FOR PUBLIC RECORDS**

Requests are filled in accordance with the provisions of Chapters 119 and 257, Florida Statutes.

DATE: 4-15-19  
NAME: Alex Reed  
COMPANY: The Event Depot  
ADDRESS: 8306 Mills Drive, Ste 294  
PHONE: 305-234-4555 FAX: \_\_\_\_\_  
EMAIL: info@theeventdepot.com

REQUEST (Attach additional page, if necessary): Copies of the following documents:

\*Please see attached  
online request.

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FOR USE BY VILLAGE STAFF ONLY

TRACKING NO.: 2019-132

DATE FORWARDED: 4-15-19

ASSIGNED DEPT: Parks

DATE REQUEST FILLED: \_\_\_\_\_

NUMBER OF COPIES: \_\_\_\_\_

ESTIMATED TIME (IF APPLICABLE): \_\_\_\_\_

ESTIMATED COST: \_\_\_\_\_

HOW WAS REQUEST FILLED? \_\_\_\_\_

IF NOT FILLED, REASON: \_\_\_\_\_

BY: \_\_\_\_\_

**Melissa Dodge**

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**From:** noreply@civicplus.com  
**Sent:** Monday, April 15, 2019 1:40 PM  
**To:** Missy Arocha; Melissa Dodge  
**Subject:** Online Form Submittal: Public Records Requests

Public Records Requests

PUBLIC RECORDS REQUEST [Public Records Policy](#)  
FORM

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Date	4/15/2019
Name	Alex Reed
Company	The Event Depot
Phone Number	305-234-4555
Email Address	info@theeventdepot.com
Address	8306 mills drive, suite 294
Preferred Delivery Method	Electronic (via email- email address required)
Are you a member of the media?	No
Public Record Request(s):	I Would like to request the wining BID along with all insurance documentation for the BID winner for the17th Annual Picnic Celebration.

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Thank You

*Please note that there may be a fee associated with your request depending on the extent of the information being requested. If so, the Office of the Village Clerk will contact you about any associated fees. If you have any further questions, please email Village Clerk Arocha at [marocha@palmettobay-fl.gov](mailto:marocha@palmettobay-fl.gov)*

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Email not displaying correctly? [View it in your browser.](#)