



Business Development

1850 Eller Drive, Suite 603, Fort Lauderdale, Florida 33316
954-468-0170 • FAX 954-525-1910 • PortEverglades.net

Date: _____

Re: Crane Service Permit

Dear Sir or Madam:

You must obtain a Port Everglades Business Permit in order for your company to conduct business at Port Everglades.

To obtain a business permit, an applicant must submit the attached application and the required supporting documentation. The application will be reviewed by Port staff and if found to be satisfactory, approval signatures will be obtained and a permit will be issued.

You will not be allowed to operate at Port Everglades until you have an approved business permit. This process may take up to 30 days to complete, so plan accordingly.

Please be aware that:

- Business permits are issued on a calendar year basis and expire December 31.
- Fees are not prorated.

It is the permit holder's responsibility to keep the Port informed of any changes to the information submitted on the application. Should you have any questions or require assistance, please contact Paula Serpa, the Port's Franchise & Business Permit Manager, at (954) 468-0185, or by e-mail at pserpa@broward.org.

Sincerely,

Jorge Hernández
Director of Business Development

Attachments



Broward County Commissioners

Mark D. Bogen • Alexandra P. Davis • Lamar P. Fisher • Beam Furr • Steve Geller • Robert McKinzie • Nan H. Rich • Hazelle P. Rogers • Michael Udine
www.broward.org

B U S I N E S S P E R M I T A P P L I C A T I O N
CRANE SERVICE

1. Company Name _____

Corporate Address _____
Number and Street

_____ Phone#: () _____
City/State/ZIP

Fax #: () _____

Type of Ownership: Sole Proprietorship Partnership
 Corporation Joint Venture
Number of years in business _____

E-mail address (REQUIRED) _____

2. Local Contact _____ Phone#: () _____

3. Has the business filed for bankruptcy within the past five (5) years? Yes No

4. Has the business entity been a party to any litigation within the last past five (5) years? Yes No

5. Does the entity have knowledge of any pending litigation, violations or legal claims outstanding against the business? Yes No

6. Has the business entity or any of its officers, directors, executives or shareholders active in management been convicted of any state or federal anti-trust law? Yes No

If you responded "Yes" to Questions 3, 4, 5, or 6, please explain fully on a separate sheet of paper.

This application cannot be processed or presented to the Port Director or his/her designee for approval unless accompanied by the documents listed on the attached sheet. The application and documents are to be submitted to the Port Everglades Business Development Division.

By signing and submitting this application, the applicant agrees to comply with all federal, state, local, Port Everglades and Broward County rules and regulations now in effect or hereafter established. In addition, the applicant authorizes Broward County to make any inquiry or investigation it deems appropriate to verify or augment the information contained in the application and attachments, and authorizes others to release to the county any and all information sought in such inquiry. Applicant further understands that under the laws of the State of Florida, the information provided herein is subject to the Public Records Law and will not be confidential.

By: _____
Signature Company Name

(Signature Name Typed or Printed) Title

Date



REQUIREMENTS FOR BUSINESS PERMIT

CRANE SERVICE

1. Completed one-page Business Permit Application form.
2. All business entities must be registered with the State of Florida
3. Completed and signed business permit agreement form for presentation to the Port Director or his/her designee. A PERMIT AGREEMENT FORM WILL BE PROVIDED TO YOU UPON SUBMISSION OF THE APPLICATION. READ THE PERMIT AGREEMENT CAREFULLY BEFORE SIGNING. The name on the form must match the fictitious name or the name registered with the State of Florida.
4. A copy of current Broward County Business Tax Receipt.
5. Up-to-date insurance certificate(s) evidencing:
 - a) Commercial general liability with single limit bodily injury and property damage coverage at \$500,000 per occurrence and \$500,000 per aggregate naming Broward County Board of County Commissioners as an "Additional Insured on General Liability," and
 - b) Automobile insurance with combined bodily injury and property damage coverage in an amount not less than: \$500,000 per occurrence.
 - c) Workers Compensation and Employees Liability per Florida State Statute, \$500,000 minimum, each accident.

NOTE: Broward County must be Certificate Holder and Additional Insured
1850 Eller Drive, Fort Lauderdale, FL 33316

6. A current list of all cranes and equipment owned or leased by the business that will be used at Port Everglades.
7. A current quadrennial unit proof test certificate and annual crane inspection certificate for each crane.
8. Applicant's most recent financial statement, balance sheet or other financial information that demonstrates creditworthiness, financial responsibility and resources.
9. Resume(s) of the applicant's president, vice president, chief financial officer, and local business representative, or a document that reveals the prior work history of the applicant or persons providing services in Port Everglades for the applicant.
10. A copy of the applicant's safety and training programs, including substance abuse policies, if any.

FEES:**

11. \$300.00 Non-refundable application fee.
12. \$350.00 annual fee plus \$15.00 per crane and company vehicle(s) in service at Port Everglades. Decal must be affixed to the windshield of the crane cab and company vehicle(s).

All fees may be combined in a single check, if you wish, and submitted with the application. Checks should be made payable to BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS.

Any correspondence should be sent to Port Everglades, 1850 Eller Drive, Ste. 603, Ft. Lauderdale, FL 33316

**Annual fee is on a calendar year basis and is not prorated. Fees are set through the Port Everglades Tariff and are subject to change at any time.

