

LETTER OF INTEREST
OUTDOOR DINING CONCESSION PROGRAM

SUBMIT LETTER TO:

CONCESSIONNOTICES@MIAMIBEACHFL.GOV

PROPOSED CONCESSIONAIRE INFORMATION

CURRENT SIDEWALK CAFE PERMIT # _____ (IF ANY)

CURRENT PARKLET PERMIT # _____ (IF ANY)

Restaurant Name: _____

Corporate Owner: _____

Address: _____

Phone Number: _____

Email Address: _____

All Current Beneficial Owners and/or Corporate Officers of this Restaurant:

CONTACT AND NOTIFICATION INFORMATION
FOR ALL CONCESSION RELATED COMMUNICATIONS

Name: _____

Contact Number: _____

Company and Title: _____

Email Address: _____

(All future notifications/correspondence from the city will be sent only via your e-mail address listed here)

(All concession related notifications/correspondence from concessionaire must be sent to the city via e-mail to concessionnotices@miamibeachfl.gov)

ADDITIONAL REQUIREMENT:

The person listed as the notification contact for the restaurant in this letter must register their name and the listed e-mail address at the City's CSS portal found at www.MBSelfService.com in order to facilitate e-mail notifications.

INSURANCE INFORMATION

Company Name: _____

Policy Number: _____

Expiration Date: _____

PROPOSED OUTDOOR DINING CONCESSION AREA

- CHECK HERE IF NO CHANGES ARE PROPOSED FROM YOUR CURRENTLY APPROVED SITE PLAN CONFIGURATION, AND PROCEED TO SIGNATURE**

- CHECK HERE IF CHANGES ARE PROPOSED **FROM YOUR CURRENTLY APPROVED SITE PLAN CONFIGURATION, AND COMPLETE THE FOLLOWING ENTRIES BELOW**

PROPOSED SIDEWALK SPACE CONCESSION AREA (IF ANY)

Seats: _____

Tables: _____

SQ FT: _____

PROPOSED PARKING SPACE CONCESSION AREA (IF ANY)

(ALL PARKING SPACE CONCESSIONS ARE TWO STANDARD 187 SQ FT PARKING SPACES)

Seats: _____

Tables: _____

I, on behalf of the above-listed business, express interest in participating in the City of Miami Beach's Outdoor Dining Concession Program beginning on October 1, 2022 and request that the City provide me with a proposed Concession Agreement that incorporates the information provided in this letter. I have reviewed this Letter of Interest and all information provided herein is true and correct. I understand that submission of this Letter of Interest does not authorize me to begin operation of an outdoor dining concession or to continue my current sidewalk cafe or parklet beyond September 30, 2022. Only after a Concession Agreement is fully executed by all required signatories may I commence concession operations.

Authorized Signature

Date

Printed Name and Title

DOCUMENTS TO SEND WITH THIS LETTER

- (1) A certificate of insurance (Agreement Sec. 12);
- (2) A valid Business Tax Receipt for 2022-23 (Sec. 14);
- (3) A Fire-Retardant Certificate for umbrellas (if applicable) (Sec. 58);
- (4) A valid grease trap (Fats, Oils and Grease) permit for the period January 1, 2023 — December 31, 2023 (Sec. 14);
- (5) Any documentation of proof of purchase of Concession Facilities that you may (at your discretion) submit for possible reimbursement from the City in the event of a termination of your concession agreement without cause by the City (Sec. 8(B)(i)); and
- (6) A site plan signed and sealed by a Florida licensed engineer or architect (if any change is proposed from your current configuration)(Sec.33).
- (7) Miami Dade County DERM CU stating total number of allowable seating and square footage for your concession
- (8) Copy of Restaurant Menu and information pertaining to any included gratuity