

Please replace current info with copy below: <http://new.miamibeachfl.gov/city-hall/tourism-culture-and-economic-development/special-events/city-department-resources/>

## City Department Resources

**Police Department** - For off-duty Police services/staffing and fees, please contact Off-Duty Office at 305.673.7823.

**Fire Department** - For off-duty Fire services/staffing and fees, please contact Charlton Price, Fire Special Events Coordinator at 786.276.2620 or email [Firespecialevents@miamibeachfl.gov](mailto:Firespecialevents@miamibeachfl.gov).

**Parking Meter Rentals** - If your event needs to utilize on-street parking you must complete and submit a [parking meter request form](#) . Metered spaces are \$25.00 per space per day plus a small administrative fee. If you are utilizing a Commercial Loading zone please disclose that to the Parking Dept, directly on the request form as additional fees may apply. Please contact at the Parking Department at 305-673-7505 or email [Pkg\\_Meter\\_Rentals@miamibeachfl.gov](mailto:Pkg_Meter_Rentals@miamibeachfl.gov).

**Building Department** - If you are erecting a temporary structure such as tent, fencing, staging, trussing, electrical (generators), plumbing (restroom(s) units / port-o-lets), bleachers, pool covers, or other structures, you will be required to obtain a temporary structure permit from the Building Department. Please contact the Building Department for a fee schedule at 305.673.7610 or visit [www.miamibeachfl.gov](http://www.miamibeachfl.gov).

**Ocean Rescue Division** – For off-duty Ocean Rescue, Lifeguard services, staffing and fees, please call 305.673.7714.

**Parks and Recreation Department** – Please call 305.673.7730, email [recreation@miamibeachfl.gov](mailto:recreation@miamibeachfl.gov) or visit [www.miamibeachparks.com](http://www.miamibeachparks.com) .

**Public Works** - If you are encroaching or placing any a Crane or any other type of heavy machinery on the Public Right of Way including parks, streets and sidewalks, you must obtain a Right of Way permit from the City's Public Works Department 305.673.7080.

**Sanitation Department** - (overall event clean up, disposal of all trash, recycling, sand sifting, etc.): Please email Alfonso Ritchey at [aritchey@miamibeachfl.gov](mailto:aritchey@miamibeachfl.gov) or call 305.673.7616.

**Transportation Department** - The City requires all events using any City of Miami Beach roadway and/ or impeding any sections of the right of way to submit a Management of Traffic (MOT) plan to our Transportation and Public Works Departments for review and approval. For questions please call 305.673.7514.

**Miami-Dade County Beach Operations** – For sand sifting and sand leveling services please call 305.868.7075.