

Conditions for Isthmus a la Carts

Request from Chris Majchrzak of Isthmus Publishing Company, for the use of Olin Park on Friday, May 11, 2012 for a food cart festival.

Parks Staff recommends approval, based on the organizer's agreement to the following conditions:

1. Aldermanic notification. (Alder. Sue Ellingson, District 13 and Alder. Tim Bruer, District 14)
2. Amplification will be limited to the four hours of the event, 4pm – 8pm, and will be kept to a reasonable level.
3. The organizer will submit a detailed site map, as well as parking, security and medical plans, at least one month before the event.
4. The organizer will review all site plans with the West Parks Maintenance Supervisor and agrees to uphold any recommendations the supervisor may make.
5. Any beer sales or serving will be contained in a double-fenced beer garden. Sponsor will meet with Parks Staff and Police to discuss security issues in connection with the sale of beer, and will follow all Parks and Police requirements.
6. Isthmus will submit an insurance policy covering this event, including liquor liability, and naming the City of Madison as "additional insured."
7. The organizer will arrange for the rental and payment for at least four portable toilets.
8. The event set-up may not block any roadways or parking areas in Olin Park. Exclusive use is limited to the Pavilion and the area within the designated event perimeter.
9. Isthmus will provide a complete list of vendors and a detailed event schedule at least one month before the event date. All vendors will hold current Health Department permits, and will follow all Health requirements for the preparation and serving of food.
10. Isthmus will submit a \$3,000 damage/security deposit shortly before May 11, and agrees it will be responsible for any damage to the park that results from this event.
11. Fees will be paid and insurance will be on file at least two weeks before the event.
12. No glass containers will be brought to the park; no vehicles will be parked or driven on the grass.
13. The organizer will be responsible for all clean-up of the park at the end of the event. Isthmus may be required to rent additional trash barrels and/or a dumpster, depending on the number of vendors who sign up for the event.
14. All carts and any other equipment brought into the park will be taken out of the park no later than 10:00pm.

Projected fees:

Olin Shelter	\$475.00
Scheduling Fee	\$200.00
Beer-Selling Permit	\$500.00
Amplification Permit	\$100.00
Vending Permit	<u>\$275.00*</u>
	\$1550.00 (plus tax)

(*or \$845.00 X 2 for up to 14 multiple vendors, for a total of \$2915.00)

PARK EVENT VENDING PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____ Vending Permit Type: _____ Site: _____

EVENT ORGANIZER INFORMATION

Name of Group Isthmus Publishing

Contact Person CHRIS MACHYZAK

Address 101 King St. MADISON, WI 53703

Work Phone 251-5627 Home Phone 220-3094

Today's Date 2/17/12

A Parks Vending Permit is required for anyone who sells anything in a City Park. (MGO 8.17)

PRODUCT OR SERVICE SOLD

Please list every item sold or service provided. Attach an additional list, if necessary.

Food Item _____
If selling food, please indicate your Temporary Restaurant License # _____

Non-Food Item BEER + SODA

Services _____

Lessons _____

DETAIL OF VENDOR SET-UP

Please include what your vending site will contain (tables, tents, electricity, etc.)

TABLES, TENTS, BEER TRAILER

INSURANCE

All vendors must supply a certificate of insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Madison as 'additional insured.'

Insurance Company TRICOR Insurance Policy No. OB1 899573301

SIGNATURES

Vendor Signature [Signature] Date 2/17/12

Park Division Authorization _____ Date _____

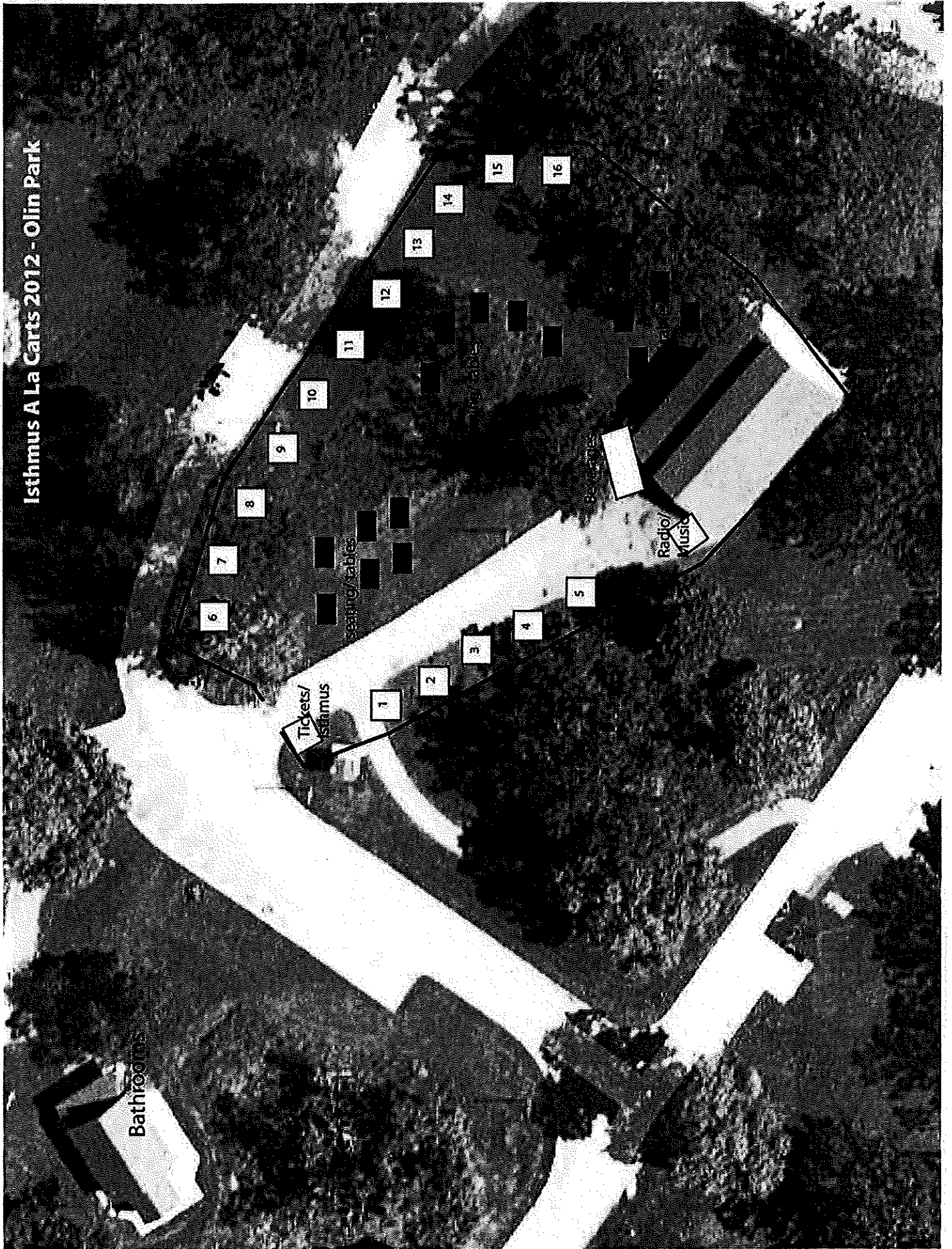
PARKS VENDING PERMIT TYPE

- Daily \$275.00 (NT)
- Annual \$900.00 (NT)
- Special Event Vending Permit (up to 7 vendors) \$840.00 (NT)

*An Umbrella Permit for a community event may be purchased by the Event Organizer and will cover up to 7 (seven) vendors. The Event Organizer must all cover these 7 vendors under the Event Organization's/Sponsor's insurance.

Date of Event 5/11/12 Park OLIN

Isthmus A La Carts 2012 - Olin Park



Bathrooms

Tickets/
Isthmus

Seating/
tables

Radio/
Music

6

7

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16

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