

LFD 21971

# STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # \_\_\_\_\_ Date Submitted \_\_\_\_\_

PARKS DIVISION 3041208

## EVENT INFORMATION

Name of Event Capital Lakes DragonFest

Event Organizer/Sponsor TEAMSurvivor Madison, Inc.

Is Organizer/Sponsor a 501(c)3 non-profit agency?  Yes  No

If Yes, provide State of Wisconsin Tax Exempt Number \_\_\_\_\_

Address PO Box 46603

City/State/Zip Madison, WI 53744

Primary Contact Teresa Sprecher FAX \_\_\_\_\_

Work Phone 608-234-1209 Phone During Event 608-234-1209

E-mail teamsurvivormadison@yahoo.com

Website www.capitallakesdragonfest.com

Secondary Contact Jerry Hinz

Work Phone 608-576-4504 Phone During Event 608-576-4504

E-mail gfh@residentservices.com

Annual Event?  Yes  No

Charitable Event?  Yes  No

If Yes, name of charity to receive donations: TEAMSurvivor Madison, Inc.

Estimated Attendance 1,000 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 8am to 4pm  Yes  No

## EVENT CATEGORY

Run/Walk  Music/Concert  Festival  Rally  Parking (i.e., bagging meters)

Other \_\_\_\_\_

## LOCATION REQUESTED

Capitol Square (note specific blocks below)  Podium/700-800 State Street

30 on the Square (a.k.a. top of 100 block of State Street)  Other (specific blocks/streets requested below)

Street Names and Block Numbers: We want to close Vilas Park Drive from the west end

to the parking lot for the shelter. (Saturday only)

## EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) JUNE 5/24-25 ~~Tuesday-Wednesday?~~ Rain Date(s) N/A

Event Start Date(s)/Time(s) 5/25/2011 6am Set-Up Date(s)/Time for Event 5/24 12pm

Event End Date(s)/Time(s) 5/25/2011 4pm Take-Down Time \_\_\_\_\_

Take-Down Time: start to streets reopened

## APPLICATION SIGNATURE

\_\_\_\_\_/I/We waive the 21-day decision requirement. \_\_\_\_\_ (PLEASE INITIAL)

Your signature below indicates that you have read and understand the instructions and guidelines for a community event. Further, the person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. Falsification of information on the application will result in forfeiture of up to \$200 per falsified item.

In addition to the rules and regulations detailed in the permit application instructions and guidelines, Street Use Permits are subject to all applicable ordinances, statues and laws.

Signature [Signature] Date 3-3-2011



June 24-25, 2011

**Capital Lakes DragonFest 2011**

**SCHEDULE**

**Friday, June 24**

10:00am setup race course  
install pier(s)  
boats arrive  
setup stage areas  
setup timing area scaffolding

12:00-8pm Team race practice

**Saturday, June 25**

6:15 a.m. Shuttle bus service begins from offsite parking.

7:00-7:30 a.m. Teams should arrive at Vilas Park.

7:40 a.m. Team Manager meeting (designated area with signage).

7:55 a.m National Anthem

8:00 a.m. Awakening of the Dragon Ceremony (Lake Wingra shoreline and dock)

Presentation of teams

Immediate line-up of teams in first heat

First heats start at 8:30 a.m.

9:00-11:00a.m. Team pictures

11:00 a.m. Opening Ceremony – Main stage (near Vilas Park Shelter)

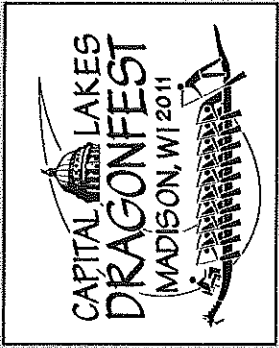
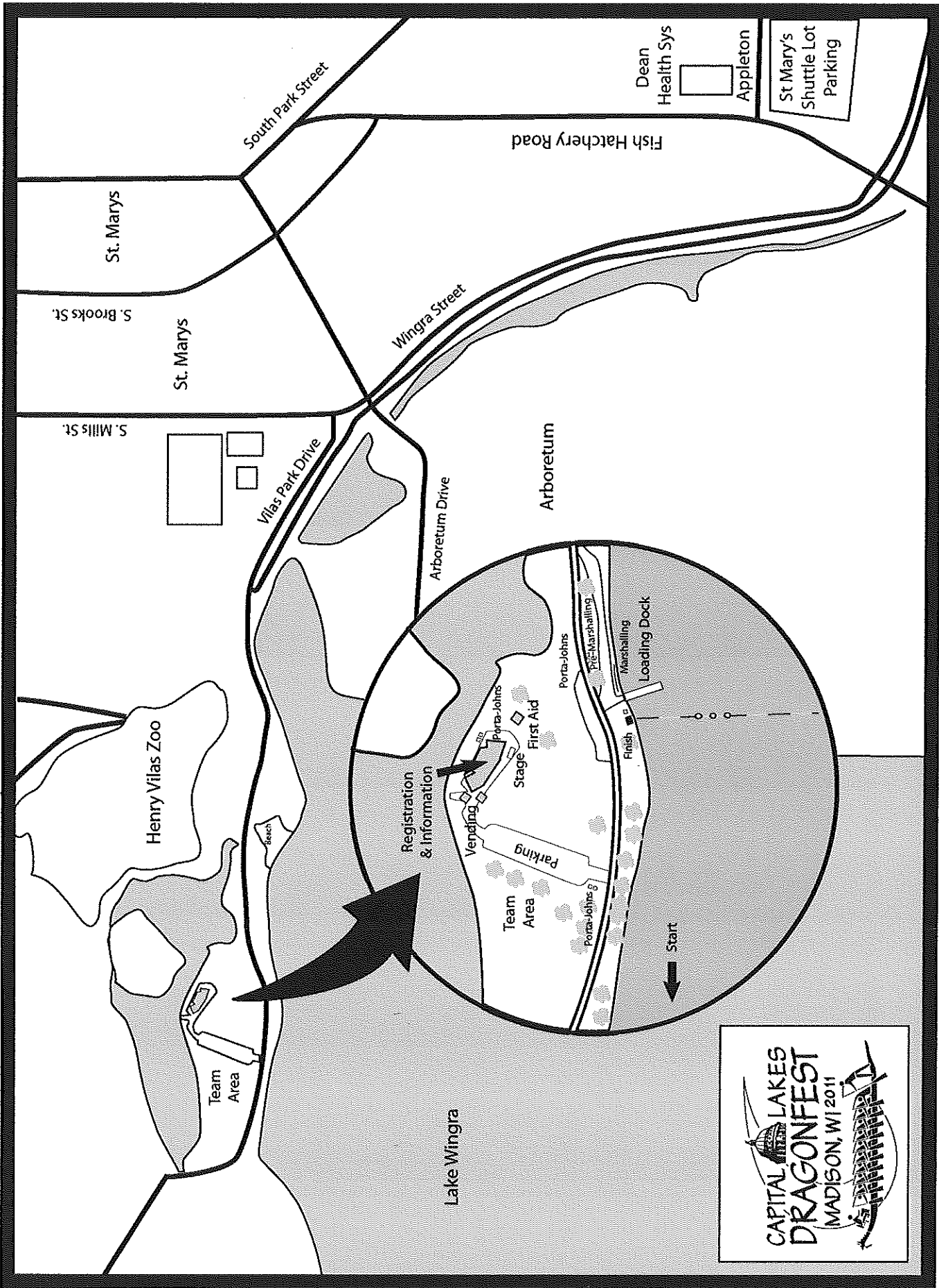
12:00 p.m. Start of 2nd Heats

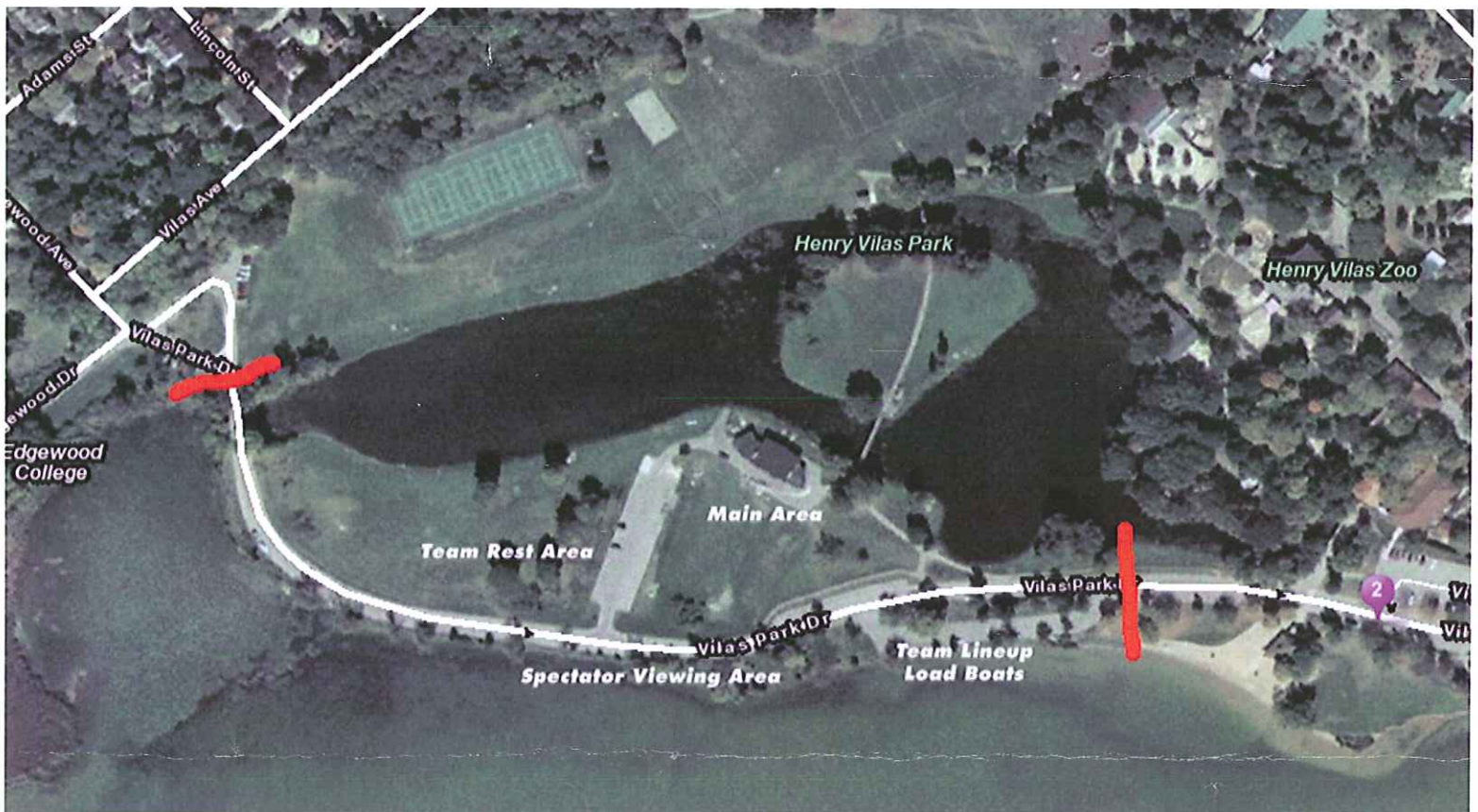
2:30 p.m. Recognition Ceremony (listen for PA announcements)

3:00-3:54 p.m. FINAL heats.

4:30 p.m. Closing Ceremony - Main stage

5:00-6:00pm – take down





FOR THE SAFETY OF OUR PARTICIPANTS AND SPECTATORS,  
WE WOULD LIKE TO CLOSE VILAS PARK DR BETWEEN  
THE RED LINES ON SATURDAY JUNE 25, 2011.  
DURING THE CAPITAL LAKES DRAGONFEST.  
WE WILL BE RUNNING A SHUTTLE TO HANDLE  
OFF SITE PARKING.