

COMMUNITY EVENTS ON MADISON STREETS

STEP 13: BUDGET PLANNING

The cost to have a community event on Madison streets varies. All events must pay a non-refundable application fee. Other fees and charges may apply to your event depending on the need for equipment and/or City services. Use the Fee Schedule to aid your event budget planning. Final fee assessment is done by City Staff.

Fee Schedule

Street Use Permit Application Fees - non-refundable (must be submitted with the application)

Neighborhood Block Party	\$50.00	(NT)
One Time/One Day Event	\$100.00	(NT)
One Time/Two or More Day Event	\$200.00	(NT)
Series Event	\$300.00	(NT)
Cash/Bond Deposit Capitol Square Events	\$3,000.00	(NT)

Past Deadline Application Fees

Street Use Event Permit less than 30 days before event	\$250.00	(NT)
Street Use Event Permit with Beer/Wine Sales Permit less than 60 days	\$250.00	(NT)
Special Event Resolution less than 60 days before event	\$250.00	(NT)

Street Use Vending License Fees

Special Vending Resolution(s) Needed per block requested	\$50.00	(NT)
Special Event Umbrella License Fees:		
1-25 Vendors	\$400.00	
26-100 Vendors	\$675.00	
101-300 Vendors	\$975.00	
301 or more Vendors	\$1,700.00	

Additional Event Permit Fees

P.A. Permit (Amplified Sound)	\$100.00	(NT)
Beer/Wine Sales Permit	\$700.00	(NT)
Bus Route Disruption per Route	\$100.00	(NT)
Weekend Capital Loop Detour	\$300.00	
Weekday Capital Loop Detour	\$600.00	

Equipment Fees

Trash Barrels (8 barrel minimum)	\$18.75 per barrel
Dumpster (per dumpster, per tip)	\$284.36
Electrical Adapter	\$94.50
Delivery Charges for Equipment: One-hour minimum at hourly rate (Overtime rates apply for evening and weekends)	

Street Closing Supplies from City Traffic Engineering, (608) 266-4761

Traffic Barricades, (608) 266-4767	First 8 no charge	\$5.00 each additional
Traffic Signs (i.e., Road Closed)	No Charge for first 4	\$5.00 each additional
Traffic Control Equipment Delivery and Pick up: Hourly rate for 2 workers, truck & trailer		\$155.72

Parking Meter Bags, call 2 days in advance, (608) 267-8756

For meters on streets closed with permit	\$2.00 per bag
For meters on streets that are NOT closed	\$2.00 per bag + daily revenue fee
Cardboard No Parking Signs, call (608) 267-8756	\$2.00 each

Staff Fees

Special Duty Police Officers, (608) 266-4022	2 hour minimum	Hourly Rate / Special Duty Contract
Police Officers for District Event: Actual cost of officers and/or parking enforcement at rate determined by MPD.		
Electrician, (608) 266-4767	Overtime Rates Apply for Evenings/Weekends	
Cleanup Charges: Groups who leave the street(s) in a condition that requires cleanup by City staff will be charged full cost of cleanup.		

The Fee Schedule is subject to change without notice.

Non-Taxed Item = (NT)