

STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event Wisconsin Chinese Culture Day (WCCD)
Event Organizer/Sponsor Madison Area Chinese Community Organization (MACCO)

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

If Yes, provide State of Wisconsin Tax Exempt Number 9542-800 049547

Address 2935 S. Fish Hatchery Rd. Ste 186

City/State/Zip Madison WI 53711

Primary Contact Jundong Lin FAX 608-831-0823

Work Phone 608-692-0189 Phone During Event 608-692-0189

E-mail jundong@kw.com

Website _____

Secondary Contact Jim Lin Phone During Event 608-334-0869

Work Phone 608-334-0869

E-mail realtor.jiml@yahoo.com

Annual Event? Yes No

Charitable Event? Yes No

If Yes, name of charity to receive donations: _____

Estimated Attendance _____ (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 9am to 2pm 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: see attached

EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 9/22/2012 Rain Date(s) _____
Event Start Date(s)/Time(s) _____ Set-Up Date(s)/Time for Event _____
Event End Date(s)/Time(s) _____ Take-Down Time _____

Take-Down Time: start to streets reopened

APPLICATION SIGNATURE

_____/I/We waive the 21-day decision requirement. SL (PLEASE INITIAL)

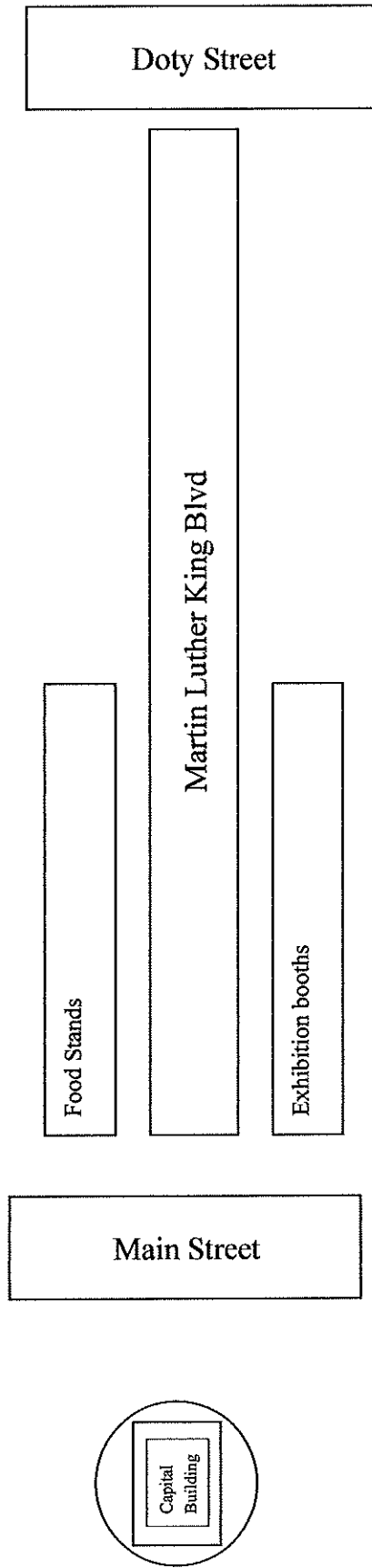
Your signature below indicates that you have read and understand the instructions and guidelines for a community event. Further, the person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. Falsification of information on the 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 5/2/2012

- **Event Site Map**

Culture Exhibition and Food stands will set on the sidewalk on Martin Luther King Blvd. A stage may be set up at the entrance of the street for performance or other activities.



9/22/2012 Wisconsin Chinese Culture Day (WCCD) tentative schedule

9:30 - 9:45 Open Ceremony (Event organizer welcome marks; State & City Representatives;)
9:30: Chinese Culture Display & Sponsors' Displays

9:55 - 11:35 Traditional Chinese Performing Arts Program (Session 1)

10:00 – 14:00 Chinese food stands

11:35 - 11:50 break

11:50 - 1:35 Traditional Chinese Performing Arts Program (Session 2)

Grand Parade: The signature event of the WCCD celebration -- Lion Dance, Waist Drum Dance, Professional dancers, Chinese folk dancers, dragon dancers, martial artists, Tai-Ji, children performers, etc. are in costumes march and dance within the event site.

2:00 - 2:30

2:30 All exhibits Close Up Food stands clean up

- Safety and Security Plan

MACCO should have designated members monitor the event site. Designated areas of the workplace (such as backstage), which have restricted access, make it easier for event organizers to identify suspicious persons who should not be there.

Members should notify the MACCO managing members of any safety or security concerns.

MACCO will make organizing member aware of the location of first aid kit.

Anyone who perceives threats of danger to persons or property, or to report suspicious persons or activity, should call 911 for police assistance.

- Clean up and recycling plan

MACCO will request each booth provide garbage can by the booth.

MACCO will provide garbage can and recycling bin in the common area.