

Parks Event Staff recommends approval of the Terrapin 5K at Olin Park on September 16, 2010, provided the organizers, Ram Racing LLC, agree to comply with the following conditions:

1. Sponsor will attend a pre-event meeting(s) with the West Parks Supervisor, South District Madison Police and Parks Event staff to detail event requirements and conditions. They will abide by all Parks and Police requirements for having a beer garden.
2. Aldermanic notification is required by the sponsor. New Belgium must contact Alder Julia Kerr at district13@cityofmadison.com or 608-260-2661, and Alder Tim Bruer at district14@cityofmadison.com or 608-298-0060, no less than two weeks prior to the event.
3. Sponsor will provide a final site map to Parks Event staff once plans have been set.
4. Sponsor will provide a certificate of insurance listing the City of Madison as additional insured for this event.
5. Sponsor will arrange a site visit, at least two weeks in advance of the event, with West Parks Supervisor, Bill Schott, 266-9214 or wschott@cityofmadison.com, and agrees to any and all site recommendations made at that time.
6. Amplification will be allowed from 7:00 p.m. – 10:00 p.m., but must be kept to a reasonable level at all times.
7. In connection with the placement of temporary structures, Digger's Hotline, 800-242-8511, must be called approximately ten days in advance, and the ticket number then relayed to the Park Office.
8. No glass containers are allowed in the park.
9. Sponsor understands that no parking on the grass is allowed by staff, participants, or vendors
10. Sponsor is responsible for full clean-up of the park after the event.
11. Sponsor will obtain vending permits for all vendors at this event.
12. Sponsor is responsible for the ordering, placement, removal, and payment for all portable toilets needed for this event.
13. Sponsor will furnish a parking plan for the event and will direct participants away from the boat launch parking lot.
14. Sponsor will provide Parks Staff with a plan for the collection and disposal of recycling and trash at this event.
15. The event organizer must submit a Parade Permit application at least two months prior to the event
<https://www.cityofmadison.com/transportation/forms/paradePermit.cfm?>
16. The event and amplification must end no later than 10:00 p.m. Ram Racing staff will be allowed to stay in the park until 11:00 p.m. to clean up, take down and remove equipment. There will be no amplification and noise will be held to a minimum.
17. Sponsor will post a \$3,000 damage deposit with the Parks Division prior to the event and acknowledges that this organization will be responsible for any and all actual Parks renovation costs which may result from this event.
18. All applications, permits, deposits, fees, are to be paid and on file in the Park Office at least two weeks prior to the event.