

# STREET USE PERMIT APPLICATION

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

## EVENT INFORMATION

Name of Event Wednesday Farmers' Market

Event Organizer/Sponsor Dane County Farmers' Market

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

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

Address PO BOX 1485

City/State/Zip Madison, WI 53701

Primary Contact Larry Johnson

FAX \_\_\_\_\_

Work Phone 608-455-1999

Phone During Event 608-692-0948

E-mail Larry.J@dfm.org

Website www.dfm.org

Secondary Contact Tom Murphy

Phone During Event 608-606-0172

Work Phone \_\_\_\_\_

E-mail \_\_\_\_\_

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 \_\_\_\_\_ to \_\_\_\_\_  Yes  No

## EVENT CATEGORY

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

Other Farmers' Market

## 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: 200 blk of MLK, Jr. Blvd

## EVENT DATE(S)/SCHEDULE Wednesdays

Date(s) of Event (including set-up and take-down) \_\_\_\_\_

Rain Date(s) \_\_\_\_\_

Event Start Date(s)/Time(s) April 23, 2014

Set-Up Date(s)/Time for Event 8 AM

Event End Date(s)/Time(s) Nov 5, 2014

Take-Down Time 2 PM

Take-Down Time: start to streets reopened

## APPLICATION SIGNATURE

\_\_\_\_\_/I/We waive the 21-day decision requirement.

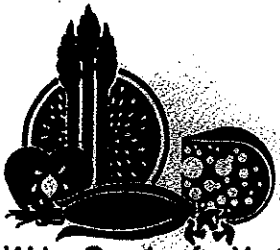
\_\_\_\_\_(PLEASE INITIAL)

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 Larry Johnson

Date 2/11/14



We're Growing for You!

## Dane County Farmers' Market On the Square®

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P.O. BOX 1485  
MADISON, WI 53701-1485

Date: February 11, 2014

To: Kelli Lamberty  
City of Madison

From: Larry L. Johnson  
Dane County Farmers' Market

Re: Safety & Security Plan  
Wednesday Markets – 200 blk of MLK, Jr. Blvd.  
Art Fair Market – 10 blk of East and West Wilson St.

### Safety Plan

First Aid and Emergency Response – Call 911

Primary Contact: Larry Johnson, Manager      Office: 608-455-1999  
Cell: 608-692-0948  
Alternative Contact Tom Murphy      Cell: 608-606-0172

“Lost Child” area      Murphy Farms tent – middle of Market

Vendors receive written instructions before the events. Key people are also verbally briefed.

### Security Plan

Streets will be closed to vehicles. Private security is not necessary.

No alcohol allowed. No cooking allowed.

Vendors will be at or near their vehicles if they need to be moved.

Approved fire lanes will be maintained.