

STREET USE PERMIT APPLICATION

EVENT INFORMATION

Name of Event: Back on the Scene Summer Concert Series

Event Organizer/Sponsor: Urban Community Arts Network, Ltd.

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

MANDATORY: State Sales Tax Exemption Number: ES#: 45-2154232

OPTIONAL: Federal Tax Exempt Number: _____

Address: 2116 Post Rd

City/State/Zip: Madison WI 53713

Primary Contact: Karen Reece

Work Phone: 608-213-0571

Email: inkreece@gmail.com

Phone During Event: 608-213-0571

Website: urbancommunityartsnetwork.org

FAX: _____

Secondary Contact: ShaH Evans

Work Phone: _____

Email: 608shah@gmail.com

Phone During Event: 608-438-1153

Annual Event? Yes No

Charitable Event? Yes No

If Yes, Name of charity to receive donations: _____

Estimated Attendance: 100 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification? (not allowed after 11 p.m.): Yes No

Hours: 5pm to 7pm

EVENT CATEGORY

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

Other: _____

LOCATION REQUESTED

Capitol Square (note specific blocks below) State St. Mall/800 State Street
 30 on the Square (aka top of 100 block of State Street) Other (specific blocks/streets requested below)

Street Names and Block Numbers: 7/13 & 9/7 - State St Mall / 7/27, 8/10, 8/24 - 30 on the Square

EVENT DATE(S)/SCHEDULE

Date(s) of Event: 7/13, 7/27, 8/10, 8/24, 9/7

Event Start and End Times: 5-7pm

Rain Date (if any): 9/14

Set-Up Start Time: 4:00

Take-Down Start Time and End Times: 7:30

TAKE-DOWN TIME: START TO STREETS REOPENED

Will sponsor apply for temporary class B license to serve or sell beer/wine for this event? Yes No

If class B license is denied, will the event(s) occur? Yes No

_____ By initialing, I/we waive the 21-day decision requirement.

APPLICATION SIGNATURE

BY SIGNING THIS APPLICATION, THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

Applicant Signature 

Date 05/14/2019

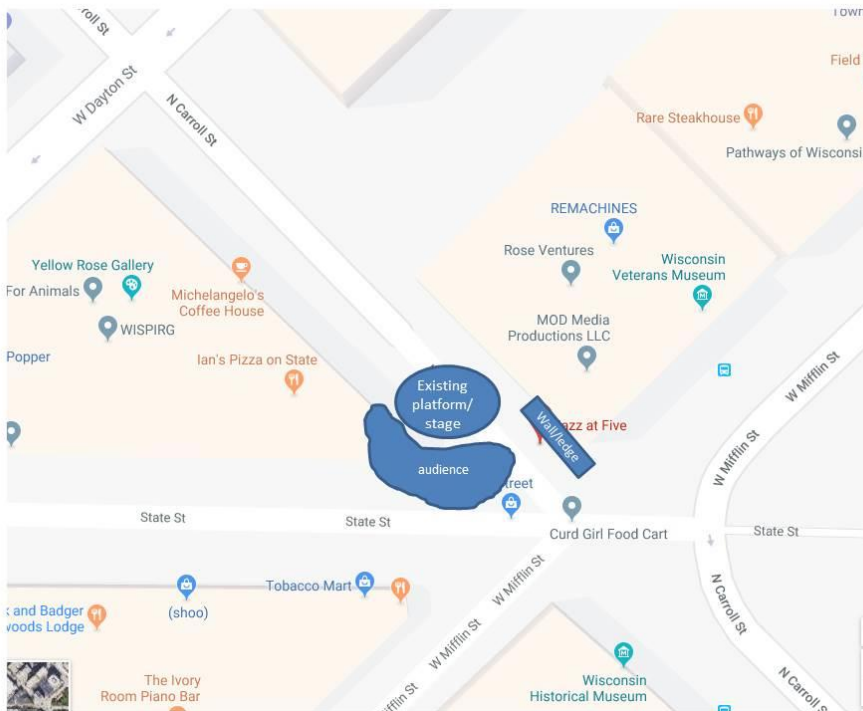
Street Use Application – For the Love of Hip-Hop Summer Concert Series 2019

Event Schedule

- 4:00-4:25 – Set up
- 4:30-4:40 – DJ
- 4:40-5:00 – Performer 1
- 5:00-5:05 – DJ
- 5:05-5:25 – Performer 2
- 5:25-5:30 – DJ
- 5:30-5:50 – Performer 3
- 5:50-5:55 – DJ
- 5:55-6:15 – Performer 4
- 6:15-6:20 – DJ
- 6:20-6:40 – Performer 5
- 6:40-7:00 – DJ
- 7:00-7:30 – Clean up

Event Site Map

The event is simple – we use the existing platform stage for the DJ and performers and the audience gathers in front. There is no additional set up.



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Safety Plan

We have a minimum of two staff members plus a DJ present at this event. One staff member monitors the stage and one staff member monitors the audience. Madison Police are generally in the area. We have done these concerts for the past five years in this location and are very familiar with the dynamics.

Notification Schedule

We will send a copy of the schedule to Alder Verveer once this application is approved. We will advertise the event widely.