

# STREET USE PERMIT APPLICATION

## EVENT INFORMATION

Name of Event: \_\_\_\_\_

Event Organizer/Sponsor: \_\_\_\_\_

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

**MANDATORY: State Sales Tax Exemption Number:** ES#: \_\_\_\_\_

**OPTIONAL: Federal Tax Exempt Number:** \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Phone During Event: \_\_\_\_\_

Website: \_\_\_\_\_ FAX: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Phone During Event: \_\_\_\_\_

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.):  Yes  No

Hours: \_\_\_\_\_ to \_\_\_\_\_

## EVENT CATEGORY

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

Other: \_\_\_\_\_ Community / Neighborhood Event series

## 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: \_\_\_\_\_ No street closure: No Parking requests at various parks

## EVENT DATE(S)/SCHEDULE

Date(s) of Event: \_\_\_\_\_ see attached schedule    Event Start and End Times: \_\_\_\_\_

Rain Date (if any): \_\_\_\_\_ Set-Up Start Time: \_\_\_\_\_

Take-Down Start Time and End Times: \_\_\_\_\_

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 \_\_\_\_\_

Date	Park Reservatin Time	Event Time	Park	NRT	Street Use Location	Street Use Need	Porta-Potty Needed	Primary Contact	Secondary Contact
20-Jun	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Aldo Leopold	Leopold	Traceway Dr. and Luann Ln. - 40 ft each way from the intersection (northside only)	No Parking Signs	Yes		
18-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Aldo Leopold	Leopold	Traceway Dr. between Pike Dr. and Luann Ln. (northside only)	No Parking Signs	Yes		
1-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Aldo Leopold	Leopold	Traceway Dr. between Pike Dr. and Luann Ln. (northside only)	No Parking Signs	Yes		
15-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Aldo Leopold	Leopold	Traceway Dr. between Pike Dr. and Luann Ln. (northside only)	No Parking Signs	Yes		
26-Jun	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Allied	Allied	Gene Park Place (eastside of street)	No Parking Signs	Yes		
10-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Allied	Allied	Gene Park Place (eastside of street)	No Parking Signs	Yes		
24-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Allied	Allied	Gene Park Place (eastside of street)	No Parking Signs	Yes		
7-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Allied	Allied	Gene Park Place (eastside of street)	No Parking Signs	Yes		
17-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Elver	Teresa Ter/ PEPR	Circle drive area in front of shelter - marked no parking	Nothing needed - marked no parking w/ room for fire lane			
31-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Elver	Teresa Ter/ PEPR	Circle drive area in front of shelter - marked no parking	Nothing needed - marked no parking w/ room for fire lane			
14-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Elver	Teresa Ter/ PEPR	Circle drive area in front of shelter - marked no parking	Nothing needed - marked no parking w/ room for fire lane			
5-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Hammersley	Teresa Ter/ PEPR	6114 Hammersley Rd	No Parking Signs	Yes		
19-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Hammersley	Teresa Ter/ PEPR	6114 Hammersley Rd	No Parking Signs	Yes		
2-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Hammersley	Teresa Ter/ PEPR	6114 Hammersley Rd	No Parking Signs	Yes		
16-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Hammersley	Teresa Ter/ PEPR	6114 Hammersley Rd	No Parking Signs	Yes		
28-Jun	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Meadowood	Balsum/Russe	Leland Dr. from Thrush Ln to Balsum Rd (westside only)	No Parking Signs	Yes		
12-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Meadowood	Balsum/Russe	Leland Dr. from Thrush Ln to Balsum Rd (westside only)	No Parking Signs	Yes		
26-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Meadowood	Balsum/Russe	Leland Dr. from Thrush Ln to Balsum Rd (westside only)	No Parking Signs	Yes		
9-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Meadowood	Balsum/Russe	Leland Dr. from Thrush Ln to Balsum Rd (westside only)	No Parking Signs	Yes		
6-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Owl Creek	Owl Creek	Snowy Owl Dr from Horned Owl Dr to Great Gray Dr. (westside only)	No Parking Signs	Yes		
20-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Owl Creek	Owl Creek	Snowy Owl Dr from Horned Owl Dr to Great Gray Dr. (westside only)	No Parking Signs	Yes		
3-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Owl Creek	Owl Creek	Snowy Owl Dr from Horned Owl Dr to Great Gray Dr. (westside only)	No Parking Signs	Yes		
17-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Owl Creek	Owl Creek	Snowy Owl Dr from Horned Owl Dr to Great Gray Dr. (westside only)	No Parking Signs	Yes		
29-Jun	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Penn	South	Fisher St. from Dane St. to Buick st.	Nothing needed - marked no parking w/ room for fire lane			
13-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Penn	South	Fisher St. from Dane St. to Buick st.	Nothing needed - marked no parking w/ room for fire lane			
27-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Penn	South	Fisher St. from Dane St. to Buick st.	Nothing needed - marked no parking w/ room for fire lane			
10-Aug	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Penn	South	Fisher St. from Dane St. to Buick st.	Nothing needed - marked no parking w/ room for fire lane			
28-Jun	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Warner (Brentwood neigh. on Trailsway)	Brentwood/ Northport Corridor	Trailsway- from Brentwood Prkwy & Monterey Dr. (northside only)	Nothing needed - marked no parking w/ room for fire lane	Yes		
12-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Warner (Brentwood neigh. on Trailsway)	Brentwood/ Northport Corridor	Trailsway- from Brentwood Prkwy & Monterey Dr. (northside only)	Nothing needed - marked no parking w/ room for fire lane	Yes		
26-Jul	3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Warner (Brentwood neigh. on Trailsway)	Brentwood/ Northport Corridor	Trailsway- from Brentwood Prkwy & Monterey Dr. (northside only)	Nothing needed - marked no parking w/ room for fire lane	Yes		

9-Aug 3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Warner (Brentwood neigh. on Trailsway)	Brentwood/ Northport Corridor	Trailsway- from Brentwood Prkwy & Monterey Dr. (northside only)	Nothing needed - marked no parking w/ room for fire lane	Yes
27-Jun 3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Worthington	Darbo	Rosemary Ave. between Worthington Ave. to Webb Ave. (eastside only)	No Parking Signs	Yes
11-Jul 3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Worthington	Darbo	Rosemary Ave. between Worthington Ave. to Webb Ave. (eastside only)	No Parking Signs	Yes
25-Jul 3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Worthington	Darbo	Rosemary Ave. between Worthington Ave. to Webb Ave. (eastside only)	No Parking Signs	Yes
8-Aug 3:00 - 8:30 p.m.	5:00 - 8:00 p.m.	Worthington	Darbo	Rosemary Ave. between Worthington Ave. to Webb Ave. (eastside only)	No Parking Signs	Yes

# Allied Park

## Partners

-  Greeter Table
-  Food Cart #1
-  MSCR fit2go
-  Dream Bus
-  Art Cart
-  REAP
-  Clerks Office - Voter Reg.
-  Fire Lane Clearance

## Mondays

Set-up 4:30p, Event 5-8p

6/26/2023

7/10/2023

7/24/2023













8/7/2023





# Brentwood Parks Alive

## Brentwood Parks Alive Site Map Key

-  Dreambus
-  Art Cart
-  Fire Lane Clearance
-  Food Cart
-  NPC Food Table - 10x10 tent
-  DJ Table
-  Dane Co Trash Lab
-  Fit 2 Go
-  Clerks Office Table
-  Food Cart
-  Girls Inc. games
-  MPL & Art

Untitled layer

**Wednesdays**  
**Set-up 4:30p, Event 5-8p**










- 6/28/2023**
- 7/12/2023**
- 7/26/2023**
- 8/9/2023**





# Darbo-Worthington Park

## Partners

-  Food Truck #1
-  Greeter
-  MSCR fit2go
-  Dream Bus
-  Art Cart
-  Food Truck #2
-  Fire Lane Clearance
-  REAP
-  Clerks Office - Voter Registration

## Tuesdays

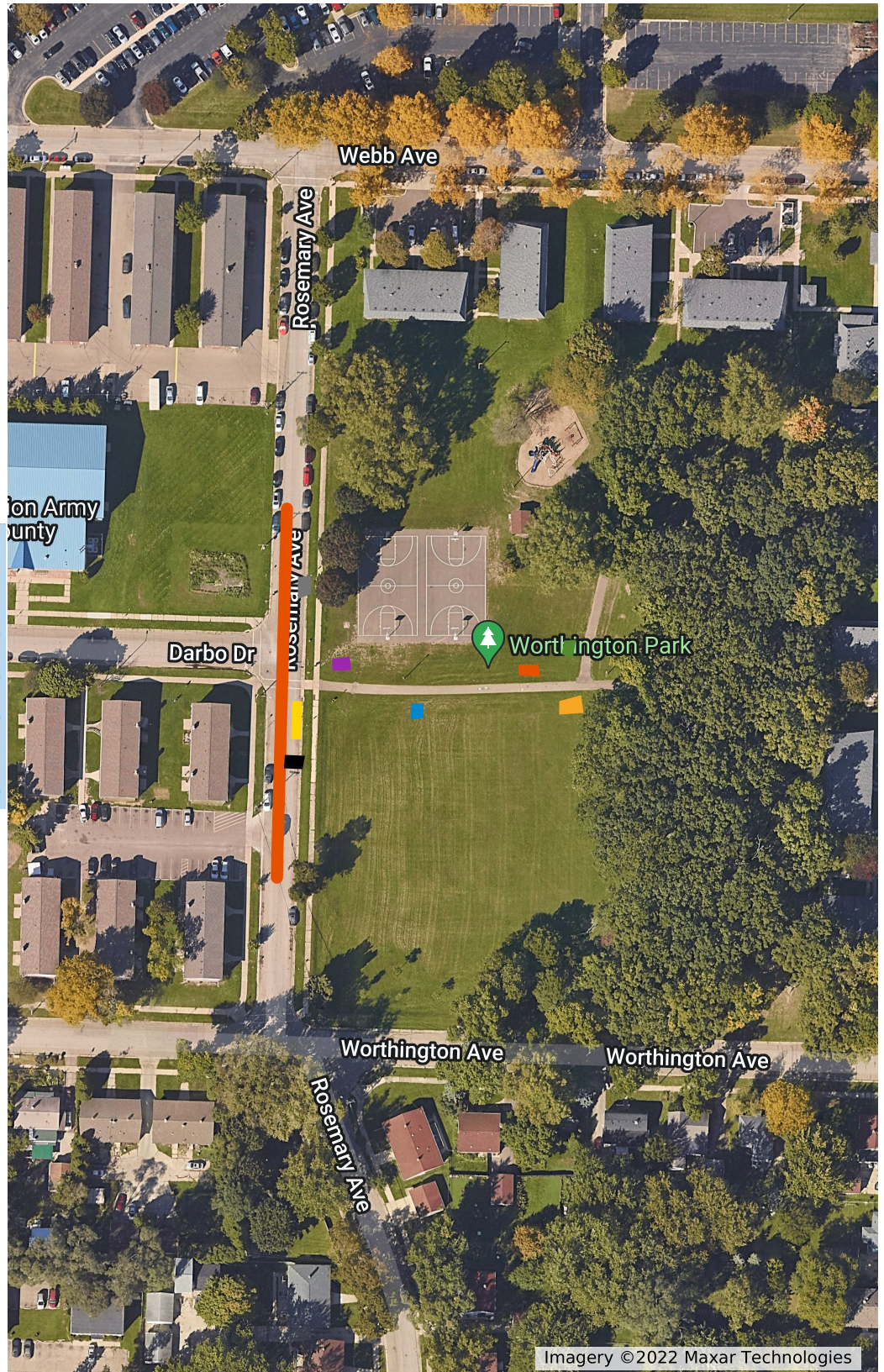
Set-up 4:30p, Event 5-8p

6/27/2023

7/11/2023

7/25/2023

8/8/2023





# Hammersley Park

Untitled layer



Movie in the park set up space



Food cart #1



food cart #2



DJ

Untitled layer



toilets



fire lane clearance

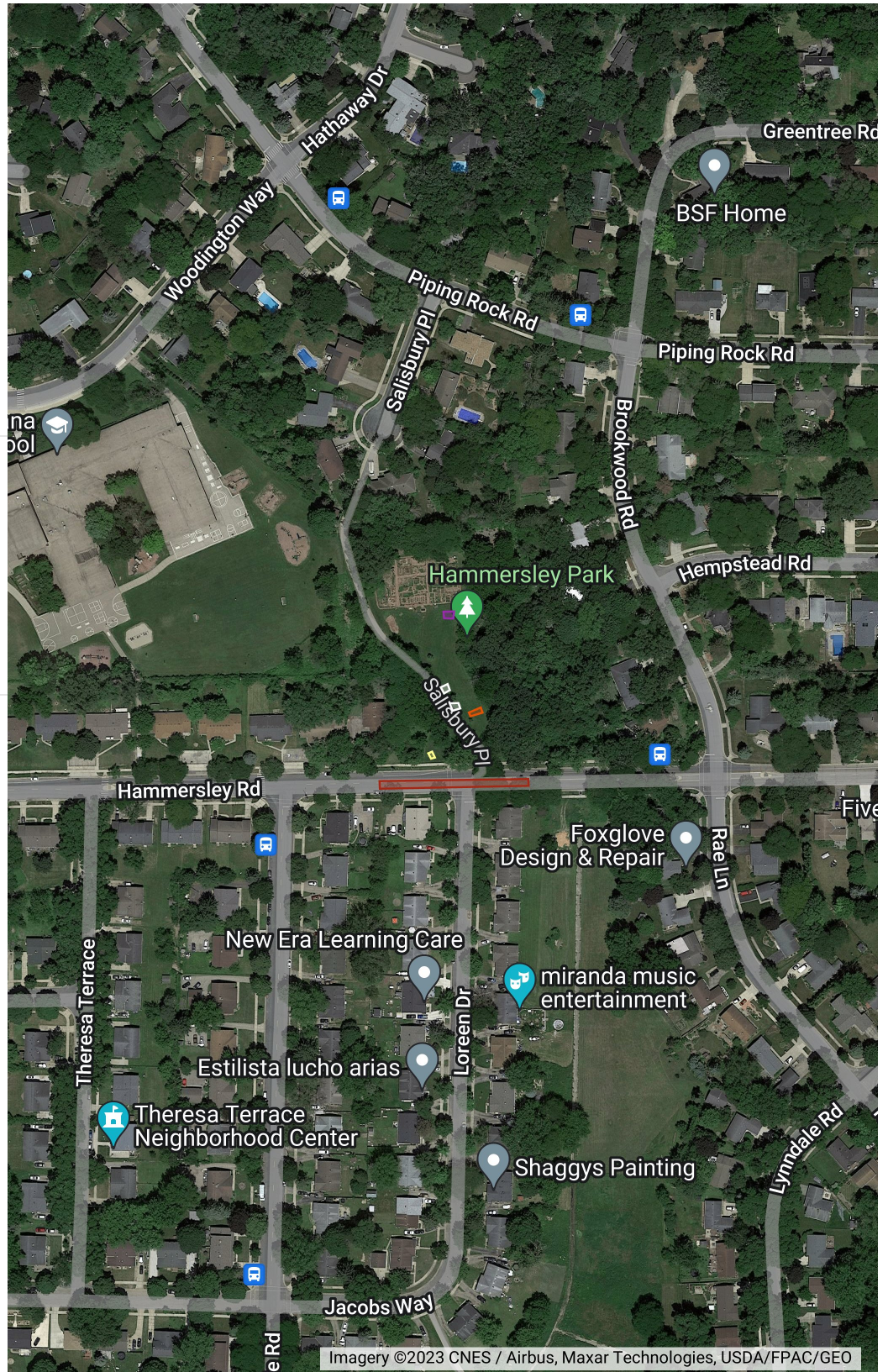
5-8pm

July 5

July 19

August 2

August 16






















# Leopold park

Untitled layer

## Partners - June 21st Event

-  mscr table - Fit 2 Go
-  dream bus
-  food cart #1
-  food cart #2
-  greeter table
- 
- Clerks office - Voter Registration
-  Fire Lane Clearance



-  Dream Bus - July 5th
-  Food Cart #1 - July 5th
-  Fit 2 go - learn to garden
-  Food Cart #2 - July 5th
-  Greeter Table - July 5th
-  MSCR Fit2Go - July 5th
-  Art Cart - July 5th
- 
- Voter Registration - Clerks office - July 5th
-  REAP
-  Fire Lane

## Tuesdays

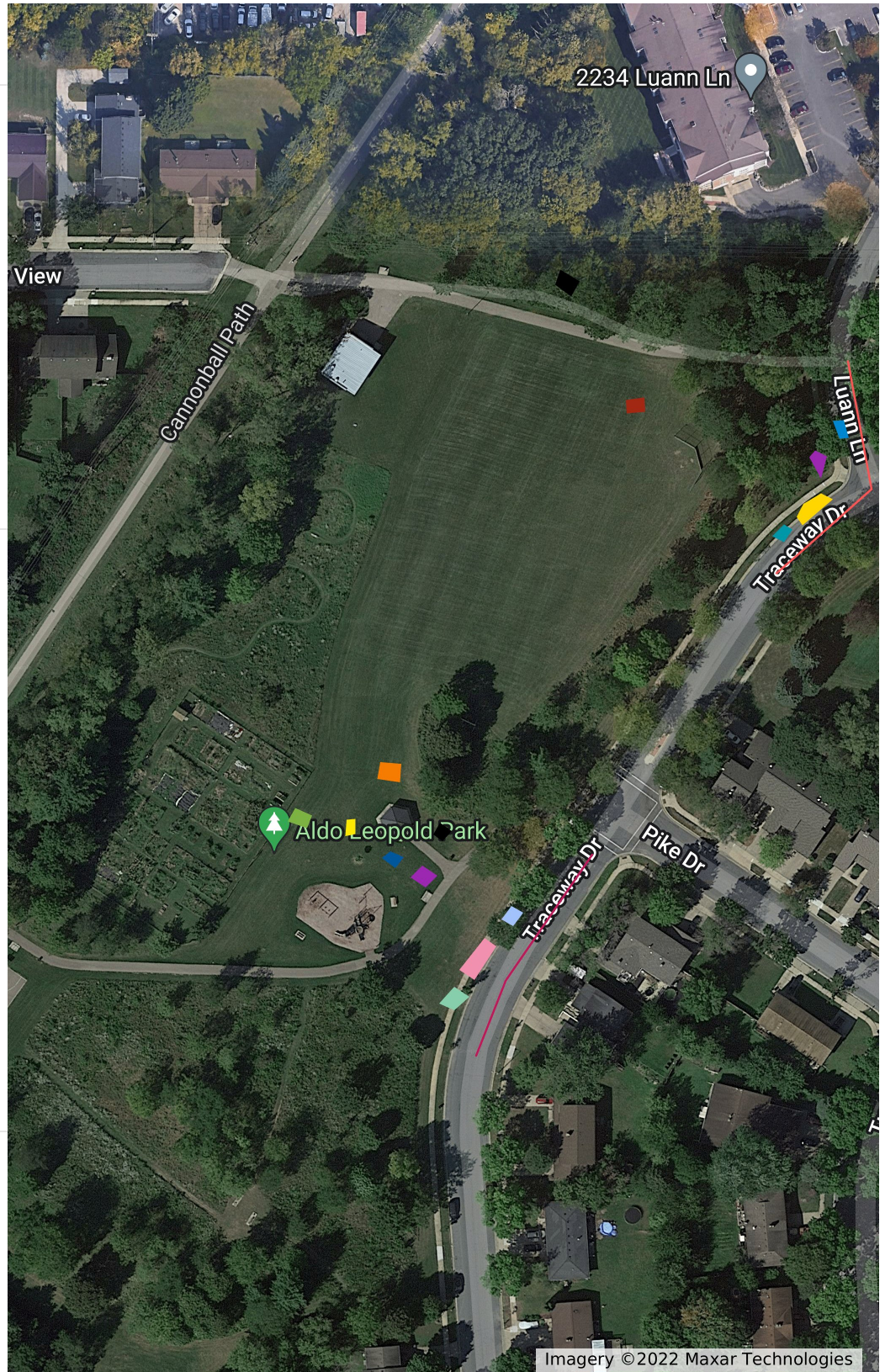
Set-up 4:30p, Event 5-8p

6/20/2023

7/18/2023

8/1/2023

8/15/2023



















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# Meadowood Park

## partners

-  greeter
-  Movie
-  Food Cart 1
-  Food Cart 2
-  Dane County Trash Lab
-  Art Cart
-  MSCR Fit2Go
-  Clerk's Office
-  Madison Reading Project
-  DJ
-  Library
-  MSCR Girls Inc.
-  Face Paint
-  Fire Lane Clearance
-  Fire Lane Clearance
-  Porta Potty

### Wednesdays

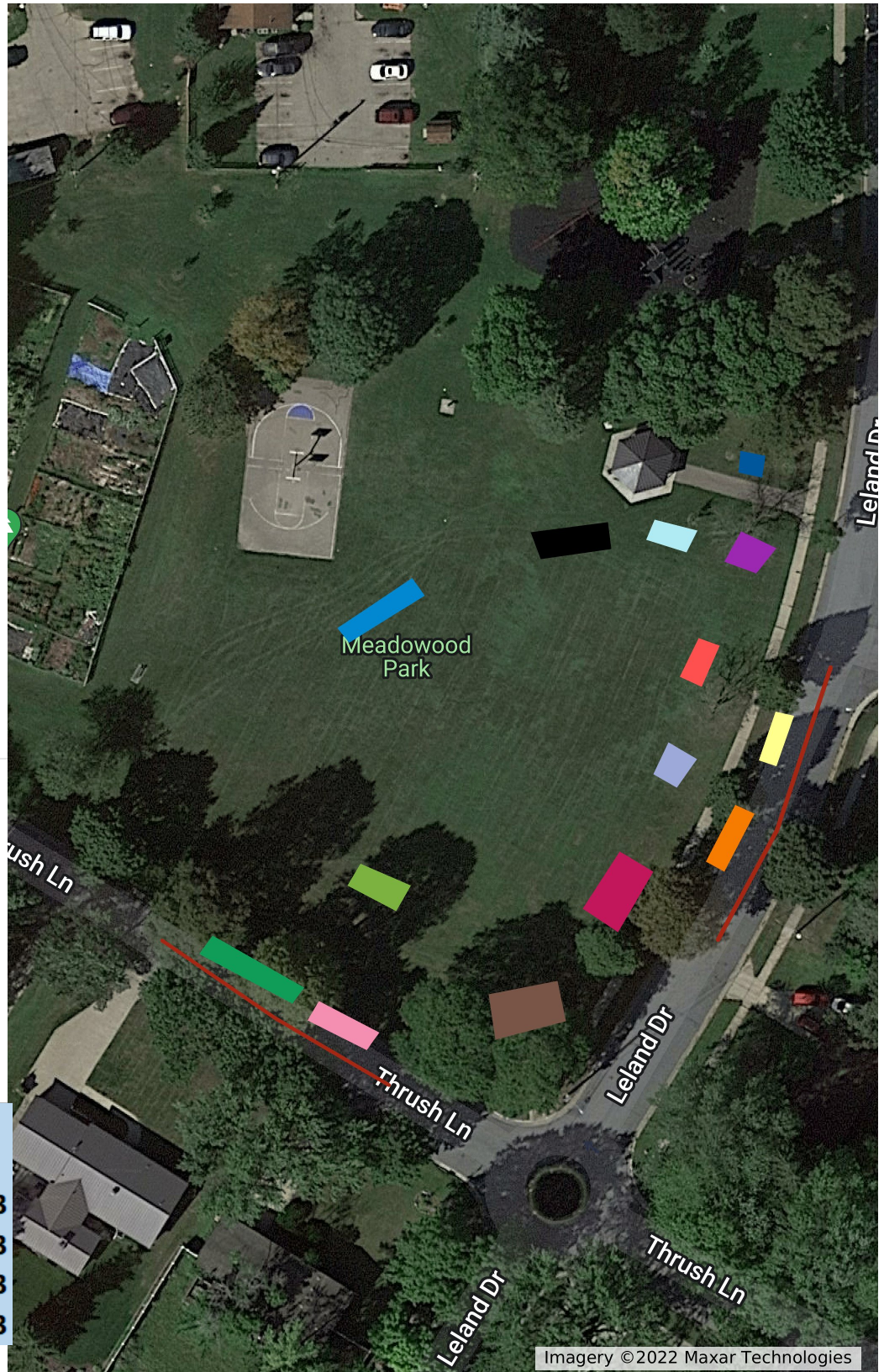
Set-up 4:30p, Event 5-8p

6/28/2023  
7/12/2023  
7/26/2023  
8/9/2023

### Wednesdays

Set-up 4:30p, Event 5-8p











6/28/2023  
7/12/2023  
7/26/2023  
8/9/2023



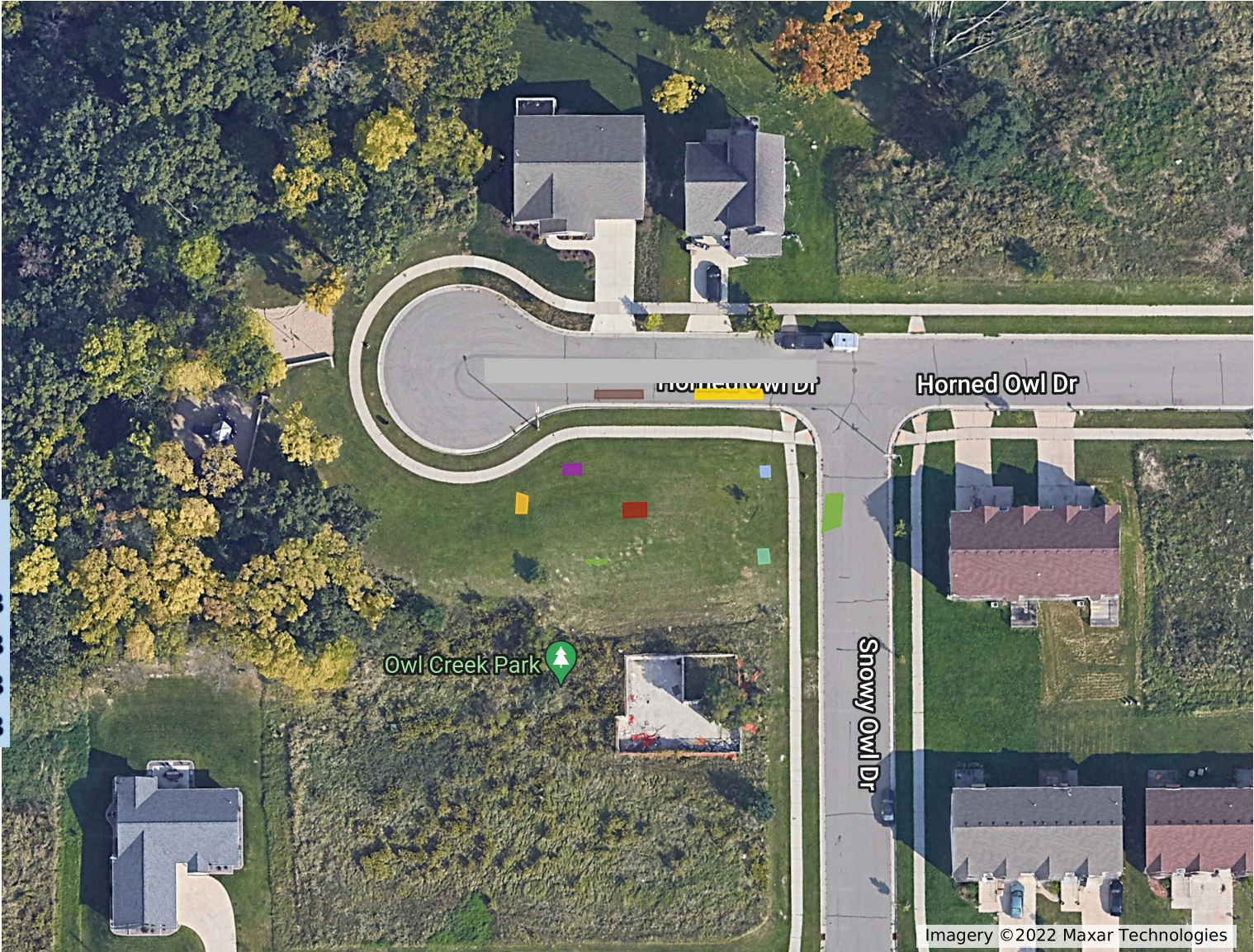


# Owl Cree Parks Alive site map

Untitled layer

-  Dream Bus
-  Food Cart
-  Fit 2 Go
-  Dane Co Trash Lab
-  Fire Lane
-  MSCR activities
-  Clerks Office
-  Face Painting & Art
-  Movie Screen
-  Ice Cream









**Thursdays**  
**Set-up 4:30p, Event 5-8p**  
7/6/2023  
7/20/2023  
8/3/2023  
8/17/2023





# Penn Park

## Partners

-  greeter
-  Dream Bus
-  Madison Reading Project
-  Storytellers
-  Art Cart
- 
- Maydm/Independence School/UW Partner/DJ
-  Vaccination Clinic - Public Health
- 
- Edgewood Partner Concession Stand
-  Clerk's Office
-  MSCR Fit2Go/MSCR Activity
-  Fire Lane Clearance
-  Food Cart 1
-  Food Cart 2

## Thursdays

Set-up 4:30p, Event 5-8p

6/29/2023

7/13/2023

7/27/2023

8/10/2023

