



Park Event Application GENERAL INFORMATION



Are you applying for a NEW park event? x Yes No
 Are you applying for a returning park event with significant changes? x Yes No

EVENT INFORMATION

Name of Event: 2019 USATF National Olympic Cross Country Championships
 Park Requested: Yahara Hills Golf Course Estimated Attendance: 5500
 Type of Event (run/walk, fundraiser, festival, etc): National Youth Cross Country Championships

EVENT ORGANIZER/SPONSOR INFORMATION

Name of Organization: Badger Track Club
 Is Organizer/Sponsor a 501(c)3 non-profit agency? Yes x No
MANDATORY: State Sales Tax Exemption Number: ES#: _____
 Primary Contact: Scott Brinen Work Phone: 608.220.4881
 Address: 8418 Shale Drive Phone During Event: 608.220.4881
 Email: scottbrinen@gmail.com
 Organization or Event Website: www.badgertrackclub.com

EVENT SCHEDULE

Date(s) of Event: 12.9.2019-12.14.2019 Event Start and End Times: 7am-6pm
 Rain Date (if any): NA Set-Up/Take-Down Start/End Times: 6am-6pm During that week and day of race
 Does this require time in the park the day before your event? x Yes No
 If Yes, provide details of times and area requested: Entire Golf Course starting on 12.9.2019-12.14.2019 6am-6pm

PERMITS

Will you have amplified sound at this event? x Yes No
 If yes, please fill out an Amplification Permit Application (page 13)
 Will have any temporary structures such as tents, stages, inflatables? x Yes No
 If yes, please fill out a Temporary Structure Permit Application (page 14)
 Note that permits are not required for 10' x 10' pop-up tents
 Will you sell anything event? x Yes No
 If yes, please fill out a Vending Permit Application (page 15)
 Will you serve any food at this event? x Yes No
 If yes, what will be served: Yes food from the Yahara Hills Golf Course. Local Vedors will also be onsite selling food.
 Will you sell alcohol (beer/wine) at the event? Yes x No
 If yes, please fill out an Alcohol (Beer/Wine) Sale Permit Application (page 15)

APPLICATION SIGNATURE

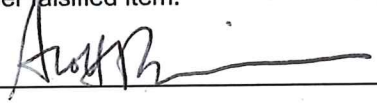
THE APPLICANT FOR A PARK EVENT PERMIT SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS ISSUED.



Park Event Application GENERAL INFORMATION



The organization or person to which a permit is issued will be responsible for the conduct of the event, the condition of the permitted area, and actual fees for services provided. Falsification of information on the application will result in forfeiture of up to \$200 per falsified item.

Applicant Signature 

Date 1.24.2018



Park Event Application NARRATIVE & SCHEDULE



Please provide a brief narrative of the event.

2019 USATF Junior Olympic National Cross Country Championships and 2019 Paralympic National Cross Country Championships. This will be an all day event on December 14th 2019 and meet prep will start on Monday December 9th.

EVENT SCHEDULE

The schedule begins when event setup starts and ends when cleanup of the event area is complete, all equipment is removed and the park is available for regular use.

The schedule should encompass all activities planned for the event, including but not limited to:

- General: set up, hours of operation, tear down/cleanup, leave park
- Vending: when vendors will set up, hours of operation, tear down/cleanup, leave park
- Music/Performances: stage setup, performance schedule, tears down/cleanup, leave park
- Displays, Exhibits, Demonstrations: setup, open hours, tear down, leave park
- Run/Walk/Parade, etc.: when staging starts, start time(s), end time(s), cleanup, leave park

EXAMPLE	EXAMPLE
8:00 a.m.	Setup
December 9 th 6am-7pm	First Day Setup of course
December 10 th 6am-7pm	Second Day Setup of course
December 11 th 6am-7pm	Tenting for event setup
December 12 th 6am-7pm	Tenting and Vendor setup continued
December 13 th 6am-7pm	Athletes will come out to run the course, final testing for race done by officials and crew
December 14 th 6am-7pm	Race Day



Park Event Application

SITE MAP



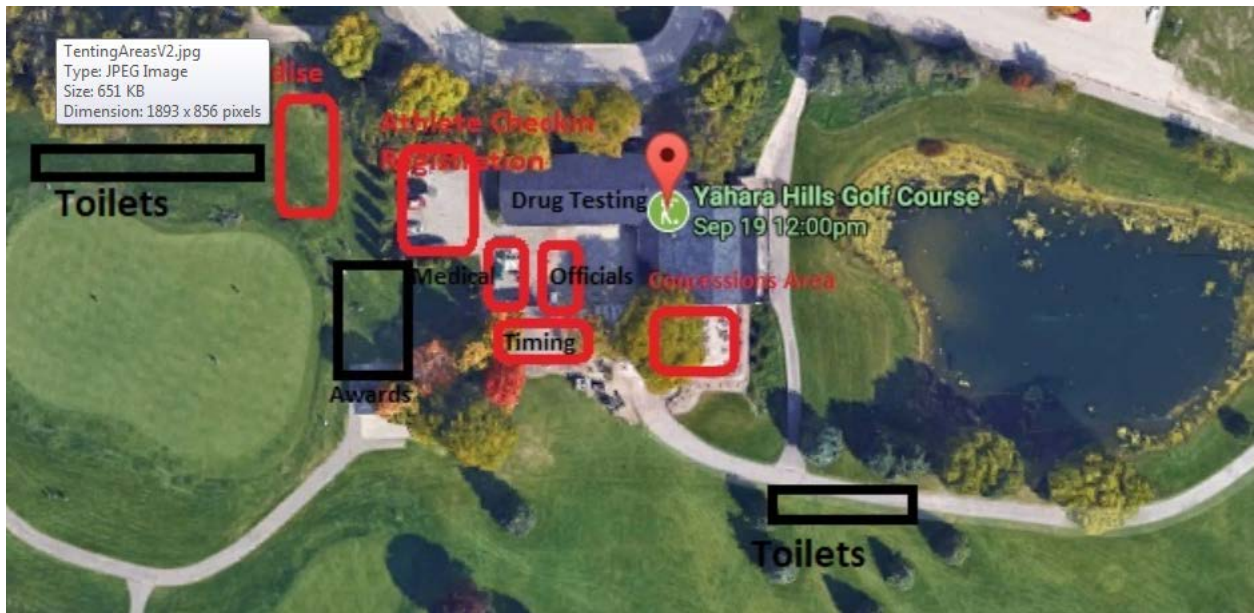
Please attach a site map. Also attach a route plan (if applicable).

- Site map should include, but is not limited to, the following:
 - Accessible paths for wheelchairs
 - Disabled parking
 - Dumpsters
 - Exit location for fenced outdoor events
 - Event Perimeter
 - Fencing
 - Garbage and recycling receptacles
- Placement of vehicles
- Portable toilets
- Signage
- Stages
- Temporary Structures
- Vendors
- If the event includes a run/walk component on City streets, the approval of the Parks Division for the use of the park **does not imply approval of the proposed route**. Routes need to be approved with a [Parade Permit](#).

What impact do you anticipate your event will have on the residents/businesses in the areas surrounding the park? Consider things such as noise, parking, traffic, etc. What plans do you have to minimize these impacts?

Impact will be high traffic and sound from PA. Police will be working the entrance and exit areas as well as volunteers and official from the meet. We will continue to work with the city and parks and local police department.

Provide Detailed Event Site Map (feel free to provide this map as a separate attachment):
(See Attached)





Yahara Hills Golf Course
20 min drive - home

FINISH

- 2K Loop
- 3k Loop-2k+3k
- 4k Loop-2k-4k
- 5k Loop-4k+5k

START



Park Event Application CLEANUP AND RECYCLING



Will you be providing your own receptacles? Yes No

If yes, which receptacles and how many?

Recycling Bins: _____

Trash Bins: _____

Dumpsters: _____

If yes, name/contact information of collection agency providing equipment and service: _____

Will you be renting additional Parks receptacles? Yes No

Yes

No

If Yes, please continue. If No, skip the remainder of this form.

Event/Name of Group: ^{USATF} 2019 Junior Olympic National Cross Country Championships

Park Name: Yahara Hills Golf course

Please indicate quantity of trash barrels: 16

8 barrel minimum: Each increment of up to 8 barrels \$150

Please indicate quantity of dumpsters: 1

per dumpster, and per tip: \$300

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