

# PARK EVENT PERMIT APPLICATION

## EVENT INFORMATION

Name of Event: Insane Inflatable SK

Park Requested: Warner Park

Date Requested: July 23, 2016

Estimated Attendance: 2500

## EVENT ORGANIZER/SPONSOR INFORMATION

Name of Organization: Townsquare Active - Insane Inflatable SK

Is Organizer/Sponsor a 501(c)3 non-profit agency?

Yes  No

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

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

Primary Contact: Nicholas Germano

Work Phone: 518-727-9671

Address: 240 Greenwich Ave Greenwich CT 06830

Phone During Event: 518-727-9671

Email: nicholas.germano@townsquaremedia.com

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

Organization or Event Website: insaneinflatableSK.com

## EVENT SCHEDULE

Date(s) of Event: July 23, 2016

Event Start and End Times: 8:30a - 1:30p

Rain Date (if any): July 24, 2016

Set-Up Start Time: July 22 7:30a

Take-Down Start Time and End Times: July 23 1:30p

Does this require time in the park the day before your event?

If Yes, provide details of times and area requested: YES - Reserved Court Route

Yes  No

Are you requesting use of the park shelter?

Yes  No

## PERMITS

Will you have amplified sound at this event?

(If Yes, please fill out an Amplification Permit Application.)

Yes  No

Will you sell anything in the park?

(If Yes, please fill out a Park Event Vending Permit Application.)

Yes  No

Will you serve any food or beverage?

If Yes, what: Local Food Truck

Yes  No

Will you sell beer/wine?

(If Yes, please fill out a Beer/Wine Sales Permit Application.)

Yes  No

Will you put up any temporary structures, such as tents, stages, inflatables, dunk tanks?

(If Yes, please fill out a Park Event Temporary Structure Permit Application.

Note that permits are not required for 10' x 10' pop-up tents.)

Yes  No

## APPLICATION SIGNATURE

The applicant for a Park Event Permit shall agree 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.

The applicant has included all of the appropriate permit applications and materials for this event.

I hereby certify to the best of my knowledge that the information and statements contained in this application are complete and true. I understand that failure to report components of this event/activity may result in the loss of deposit, revocation of permit and/or failure to secure future permits.

Applicant Signature

April [Signature]

Date

11/16/2015

## PARK EVENT NARRATIVE

Are you applying for a new community event?

Yes  No

If Yes, please continue. If No, skip this form.

If the application is for a new event, approval by the Board of Park Commissioners may be required. Please include a one page narrative with the application and materials submitted for the event. The application and narrative will be reviewed by Parks staff and presented to the Board. The Board of Park Commissioners meet on the second Wednesday of the month and agenda items must be submitted by the last Friday of the previous month. Proposals submitted less than six months prior to an event will not be considered.

What is the nature of your event? Is it a festival? Fundraiser? Walk/Run?

→ 5K "Fun" Run with 11 inflatable obstacles set up 1/4 mile throughout a 3.1 mile course. Midway/Festival Area with Registration Tent, Bag check, Merch, and vendors.

What kind of activities do you plan on having?

- 5K Race
- Midway Games (Photo Back Drop, Basketball Pop shot, Junior Bounce House)
- Vendors
- Music

How big do you anticipate this event will be (people, square footage, etc.)?

- 2500 Registrants (Spectators are free)
- 100 Acres (Parking, 5K course, midway)

What kind of impact do you anticipate your event will have on the surrounding neighborhood(s)?

- Overall positive family fun

Anything else you feel we should know:

- Inland Inflatables 5K is the fastest growing 5K Race in the Nation.

## PARK EVENT SCHEDULE

- The schedule begins when event set-up starts and ends when clean-up 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, such as:
  - » Vending: When will vendors set-up, hours of operation, tear-down, leave park
  - » Music/Performances: Stage set-up, performance schedule, tear-down
  - » Displays, Exhibits, Demonstrations: Set-up, open hours, tear-down, leave park
  - » Run/Walk/Parade, etc.: When does staging start, start time(s), end time(s)

### Provide Detailed Event Schedule:

Proposed DATE: July 16, 2016

Thursday, July ~~14~~ 14

- Trailers / Equipment Arrive to Venue
- IISK Team Flies to Milwaukee

Friday, July 15

- Event Load in 7:30A → 7:30P

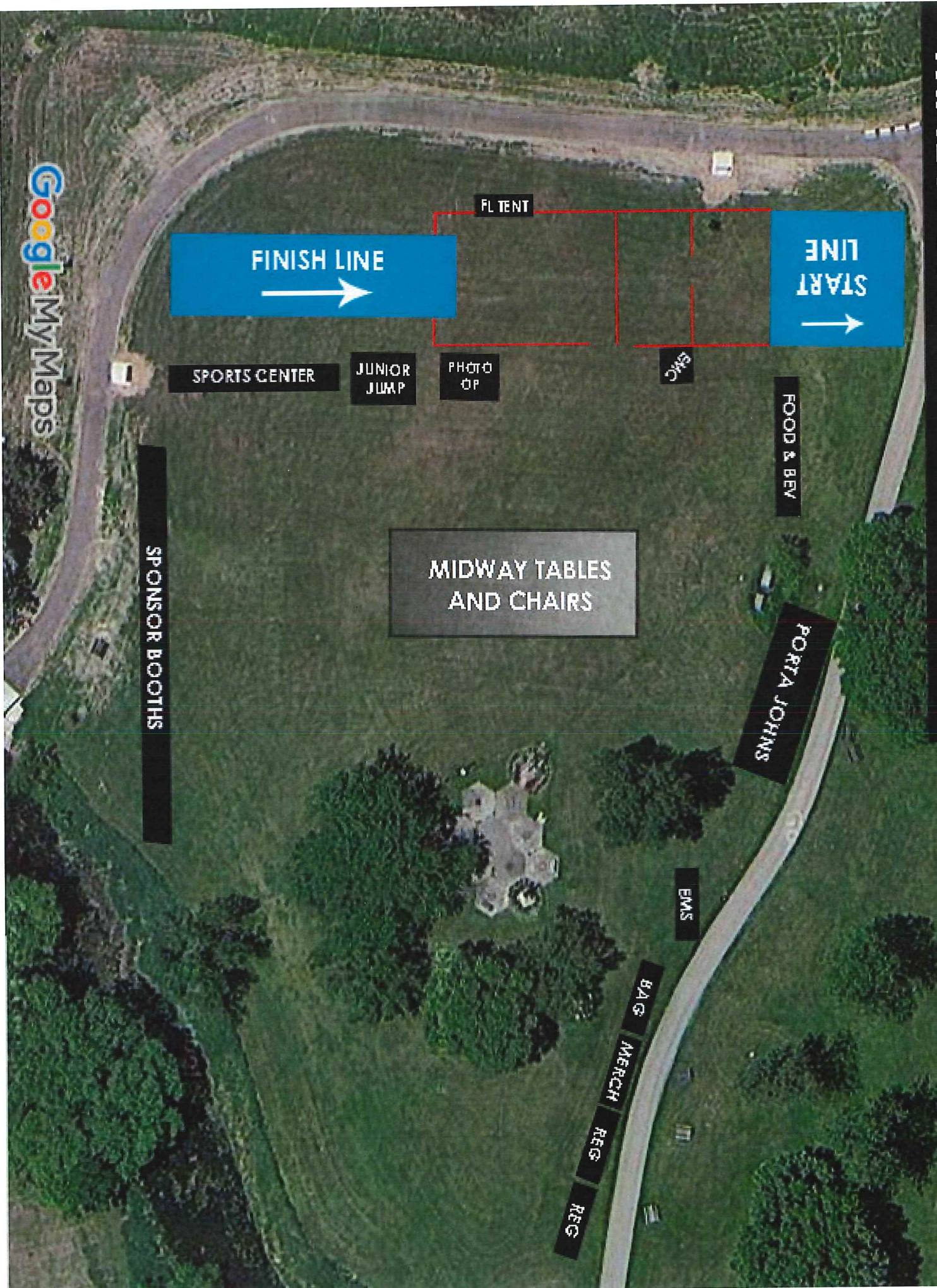
Saturday, July 16

- Event
- Registration open 7:30A
- 1<sup>st</sup> wave 8:30A
- Last wave 12:00P
- Load Out 2:00P - 8:00P

Monday, July 18

- Trailers / Equipment picked up

# MADISON MIDWAY MAP



Google My Maps

FINISH LINE  
→

START LINE  
→

MIDWAY TABLES  
AND CHAIRS

SPONSOR BOOTHS

SPORTS CENTER

JUNIOR JUMP

PHOTO OP

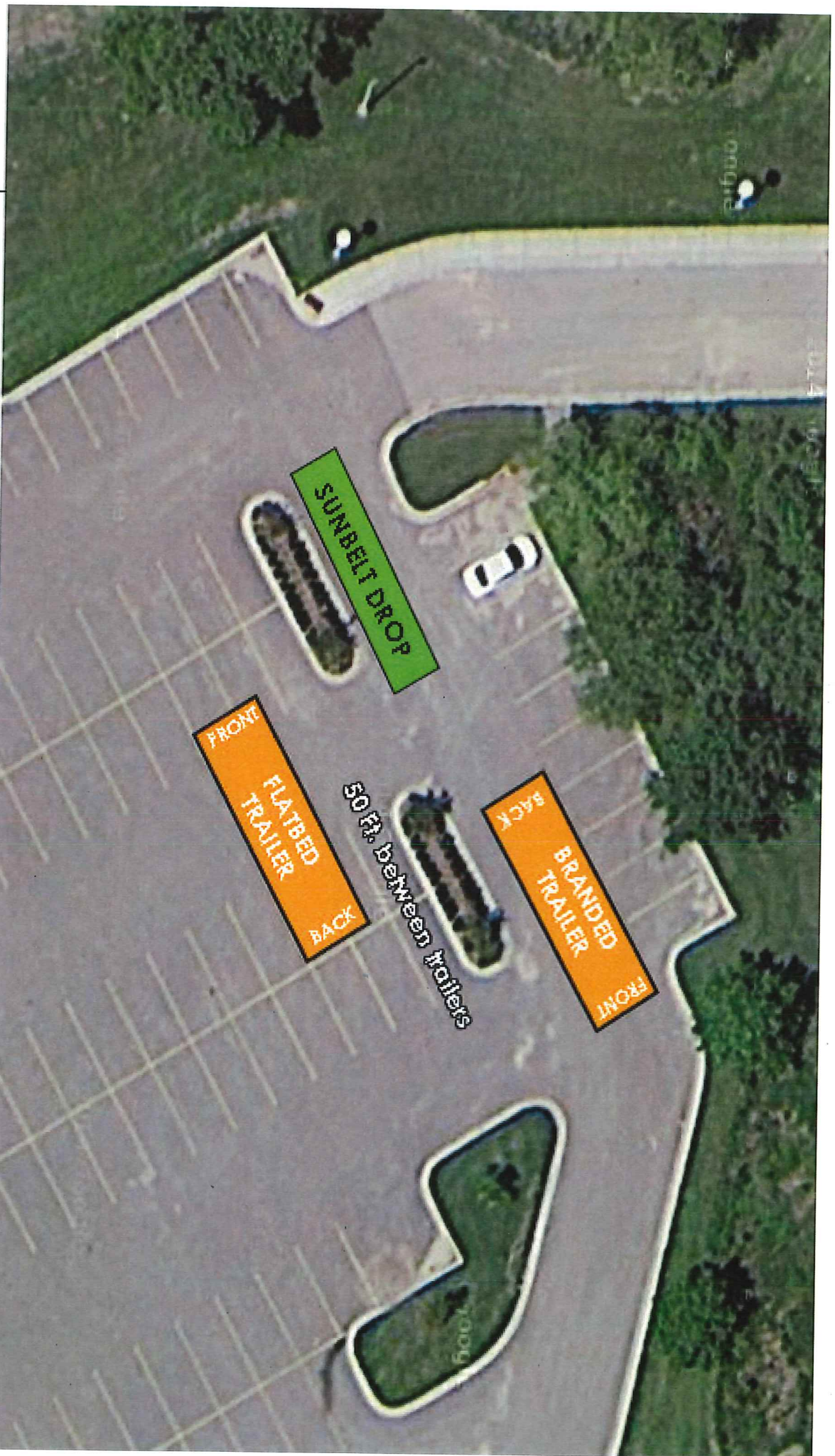
EMC

FOOD & BEV

PORTA JOHNS

EMS

BAG  
MERCH  
REG  
REG



**NOTES:**

PLEASE NOTE THE DIRECTION & ORIENTATION OF EACH TRAILER.  
BRANDED TRAILER SHOULD HAVE NOTHING OBSTRUCTING BACK DOORS.  
WE MUST HAVE A MINIMUM OF 50 FT BETWEEN THE TWO TRAILERS.  
FLATBED TRAILER SHOULD BE POSITIONED AS CLOSE TO DIAGRAM AS POSSIBLE.

**MADISON TRAILER PARKING**

## PARK EVENT TEMPORARY STRUCTURE PERMIT APPLICATION

Permit fee is \$210.00/structure, \$100.00 for each additional structure.

Do you plan on using any temporary structures?  
If Yes, please continue. If No, skip this form.

Yes  No

Event Name of Group: Insane Inflatable SK - Townsquare Active

### ORGANIZER INFORMATION

Contact Person: Nicholas Germano

Address: 240 Greenwich Ave Greenwich CT 06830

Work Phone: 518-727-9671

Phone During Event: 518-727-9671

### EVENT INFORMATION

Event Name: Insane Inflatable SK

Park Requested: Werner Park

Event Date: July 23

Number of People: 2500

### TEMPORARY STRUCTURE INFORMATION

- What type of temporary structure do you plan to have?

TEMPORARY STRUCTURE	QUANTITY	SIZE AND/OR DIMENSION
Dunk Tank		
Inflatable	11	120' x 60'
Staging		
Tent	4	10' x 20'
Trailer		
Other		

- Time duration this structure will be in the park: 24 hours (July 22 - July 23)
- Diggers Hotline Ticket Number: \_\_\_\_\_  
(Please note: Diggers Hotline phone number is 1-800-242-8511. The ticket number must be received in the Parks Division at least 5 days prior to the event. You may call (608) 266-4711 or fax (608) 267-1162 the ticket number to the Parks Division.)
- Location of the structure in the park. You must attach a park map. Park maps can be downloaded from the [Parks Division website](#) or obtained in the Parks Division.
- Is the structure going in a designated area?  Yes  No
- Company installing the structure: Townsquare Active
- Do you or the tent installer have insurance to cover the placement of this structure for your event?  Yes  No

Temporary structures, such as tents, staging, trailers, dunk tanks, inflatables, or promotional equipment will only be allowed in a park by obtaining a permit.





This application must be returned to the Parks Division no later than 5 days prior to the event.

# 2016 Madison WI

10 views

SHARE

## Untitled layer

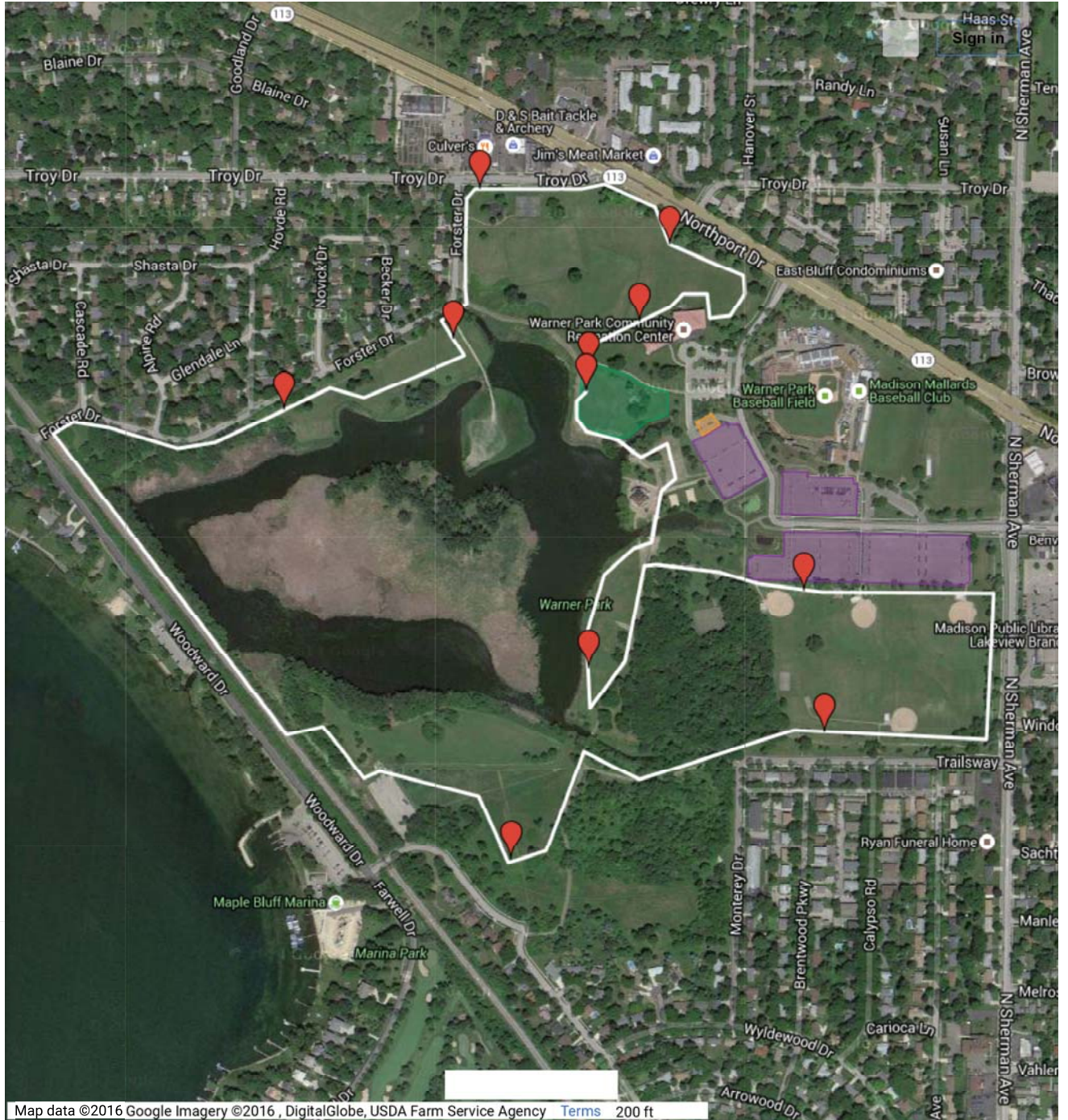
-  Parking
-  Parking
-  Parking
-  Midway/Festival Area

## Course Route

-  #1 Start Line
-  #2 Inflatable
-  #3 Inflatable
-  #4 Inflatable
-  #5 Inflatable
-  #6 Inflatable
-  #7 Inflatable
-  #8 Inflatable
-  #9 Inflatable
-  #10 Inflatable
-  #11 Finish Line
-  Boneyard?



Made with Google My Maps



Map data ©2016 Google Imagery ©2016, DigitalGlobe, USDA Farm Service Agency [Terms](#) 200 ft