

STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event Interfraternity Council - Fraternity Grillout

Event Organizer/Sponsor UW-Madison Interfraternity Council

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

If Yes, provide State of Wisconsin Tax Exempt Number _____

Address Student Activity Center 333 East Campus Mall

City/State/Zip Madison, WI 53713

Primary Contact Alex J. Stein

FAX _____

Work Phone 920-609-8609

Phone During Event 920-609-8609

E-mail ajstein@wisc.edu

Website uwgreeks.org

Secondary Contact Christopher Lawrence

Work Phone 401-862-1832

Phone During Event 920-609-8609

E-mail clawrence@wisc.edu

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.) Hours 4PM to 5:30PM Yes No

EVENT CATEGORY

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

Other opportunity for incoming freshmen to meet fraternity members.

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: _____

EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 8-29, 8-30

Rain Date(s) _____

Event Start Date(s)/Time(s) 4PM (both days)

Set-Up Date(s)/Time for Event 4PM (both days)

Event End Date(s)/Time(s) 5:30PM (both days)

Take-Down Time 5:30 PM (both days)

Take-Down Time: start to streets reopened

APPLICATION SIGNATURE

_____/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 Alex J. Stein

Date 7-30-12

Complete Event Schedule

- The event set-up will begin at 4PM, and the actual event will begin very shortly thereafter.
- 27 Fraternities will each have members there with a table to be available for interested patrons.
- At 4PM music will be played from a small sound system to attract some passers-by.
- There will be members of the Interfraternity Council Executive Board checking in those that come to get information about joining a fraternity. Executive members will also be grilling hamburgers, brats and hot dogs.
- At 5:30PM, the event will end and takedown will begin. Takedown will finish and the area will be clear of all debris and event equipment shortly after 5:30PM.
- Between 4-5:30PM the fraternity members will be at their tables to socialize and pass along information to those possibly interested in joining a fraternity.

Site Map

- Tables will be located along the outside of the State Street Podium area with ample room between the buildings and tables for walkers to pass behind or in front. Tables will be located from Fitch Ct as far west as the stage area along both sides of the State St Podium area.
- IFC Executive Board members will be located near the intersection of Fitch Ct and State Street to check people in. This lane will be left open for emergency vehicle access. All tables and equipment will be easily movable in the case of any emergencies.
- If a drawn-out map is necessary for further clarity, please notify me, Alex Stein at ajstein@wisc.edu or at 920.609.8609.

Safety and Security Plan

- Event organizers will be present with cell phones to call Police, Paramedics, etc. in the case of any emergency.
- No professional services will need to be hired.

Notification Schedule

- All businesses and residents will receive the notification on the following page prior to Friday, August 3rd.

Recycling/Clean-Up Plan

- The IFC will take full responsibility for making sure the area is left at least as clean as it was before the event. We will bring along garbage bags and the necessary items to supplement already in place City trash cans to make sure the area stays clean.