

STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event Henry Vilas Zoo Run, Run

Event Organizer/Sponsor Suzy Reynolds

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

If Yes, provide State of Wisconsin Tax Exempt Number ES 32379

Address 606 South Randall Avenue

City/State/Zip Madison, WI. 53715

Primary Contact Suzy Reynolds

FAX 608-258-1490

Work Phone 608-258-9490

Phone During Event 608-516-6618

E-mail Suzy@vilaszoo.org

Website vilaszoo.org

Secondary Contact _____

Work Phone _____

Phone During Event ↓ ↓

E-mail _____

Annual Event? Yes No

Charitable Event? Yes No

If Yes, name of charity to receive donations: _____

Estimated Attendance 1,400 - 1,600 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 9am to 12pm Yes No

EVENT CATEGORY

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

Other _____

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: please see attached

EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 9/29/2013 Rain Date(s) _____

Event Start Date(s)/Time(s) 10:00 am Set-Up Date(s)/Time for Event 6:00 am

Event End Date(s)/Time(s) 12:00 pm Take-Down Time Cones/mile markers picked up @ 11:3

Take-Down Time: start to streets reopened

APPLICATION SIGNATURE

_____/I/We waive the 21-day decision requirement.

SR (PLEASE INITIAL)

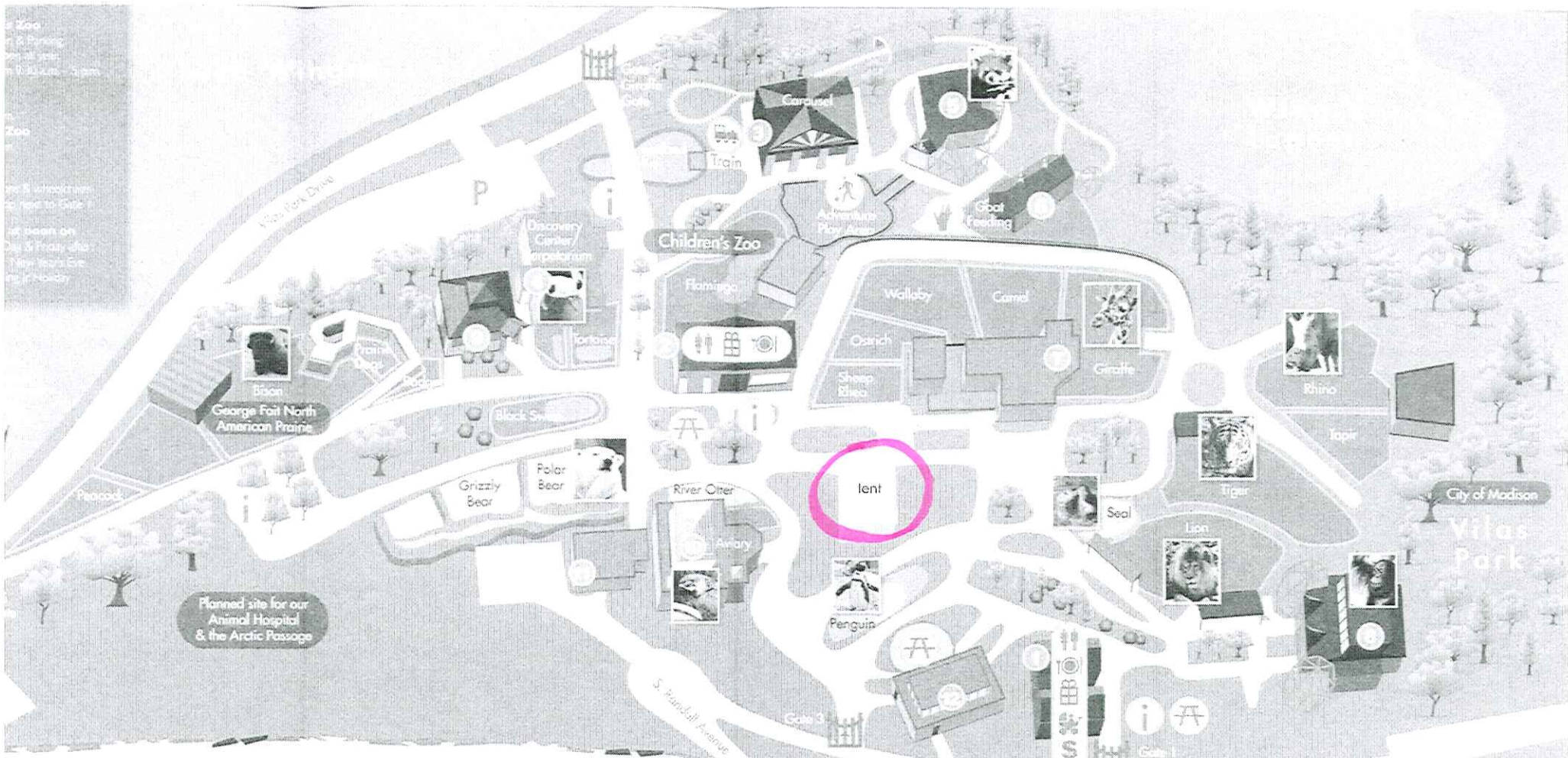
Your signature below indicates that you have read and understand the instructions and guidelines for a community event. Further, the person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. Falsification of information on the 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, statutes and laws.

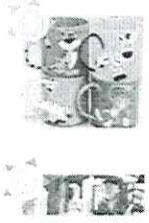
Signature Suzy Reynolds Date 11/7/2012

RACE DAY SCHEDULE OF EVENTS**9.29.2013**

8:30 a.m.-9:45 a.m.	Race day registration and packet pick-up
9:45 a.m.	Registration Ends
10:00 a.m.	START TIME 5K run/5K walk/10K run
11:00 a.m.	Roo Run Run (2 yr. old wave will be first).
11:30 a.m.	Course Closes (all participants still on course will need to move to sidewalk as the streets will re-open).
11:35 a.m.	Awards ceremony
12:00 p.m.	Event Ends



Hours:
 10:00 a.m. - 5:00 p.m.
 11:00 a.m. - 4:00 p.m.
 12:00 p.m. - 3:00 p.m.
 1:00 p.m. - 4:00 p.m.
 10:00 a.m. - 5:00 p.m.
 11:00 a.m. - 4:00 p.m.
 12:00 p.m. - 3:00 p.m.
 1:00 p.m. - 4:00 p.m.



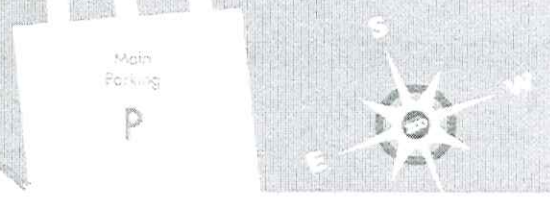
Zoo Train & Conservation Center
 1000 Park Drive
 Madison, WI 53706
 608-263-1234

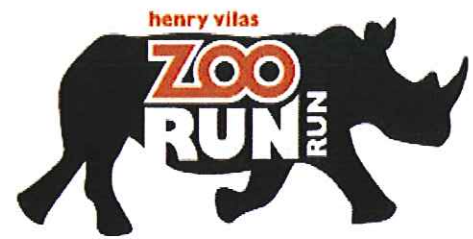
Zoo Exhibits & Attractions

- Gate 1 Concessions Plaza
- Children's Zoo Concessions Plaza
- Conservation Carousel & Zoo Train
- Discovery Center - Herpetarium (reptile exhibits in 2nd basement)
- Children's Zoo Animal Exhibits

- Giraffe House
- Primate House (2nd floor, 3rd basement, 4th floor)
- Jack Lussier Education Pavilion
- Aviary (2nd floor, 3rd basement, 4th floor)
- The Education Office

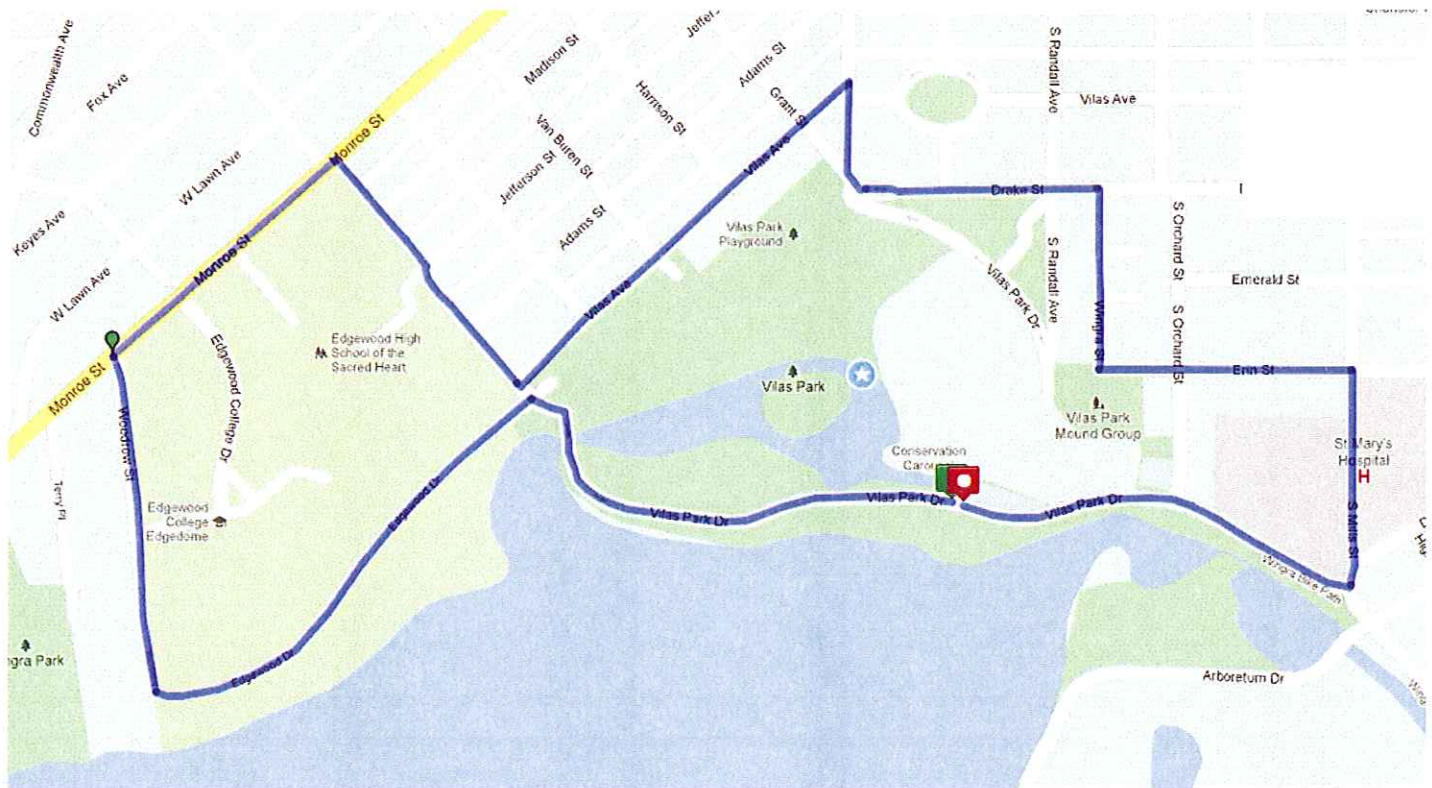
- Food
- Gift
- Restrooms
- ATM
- Information
- Playground





Zoo Run Run – 5K Route

Route begins and ends on Vilas Park Drive immediately West of the Bridge (Giraffe) Gate Entrance to the Zoo (across from Vilas Park Beach)



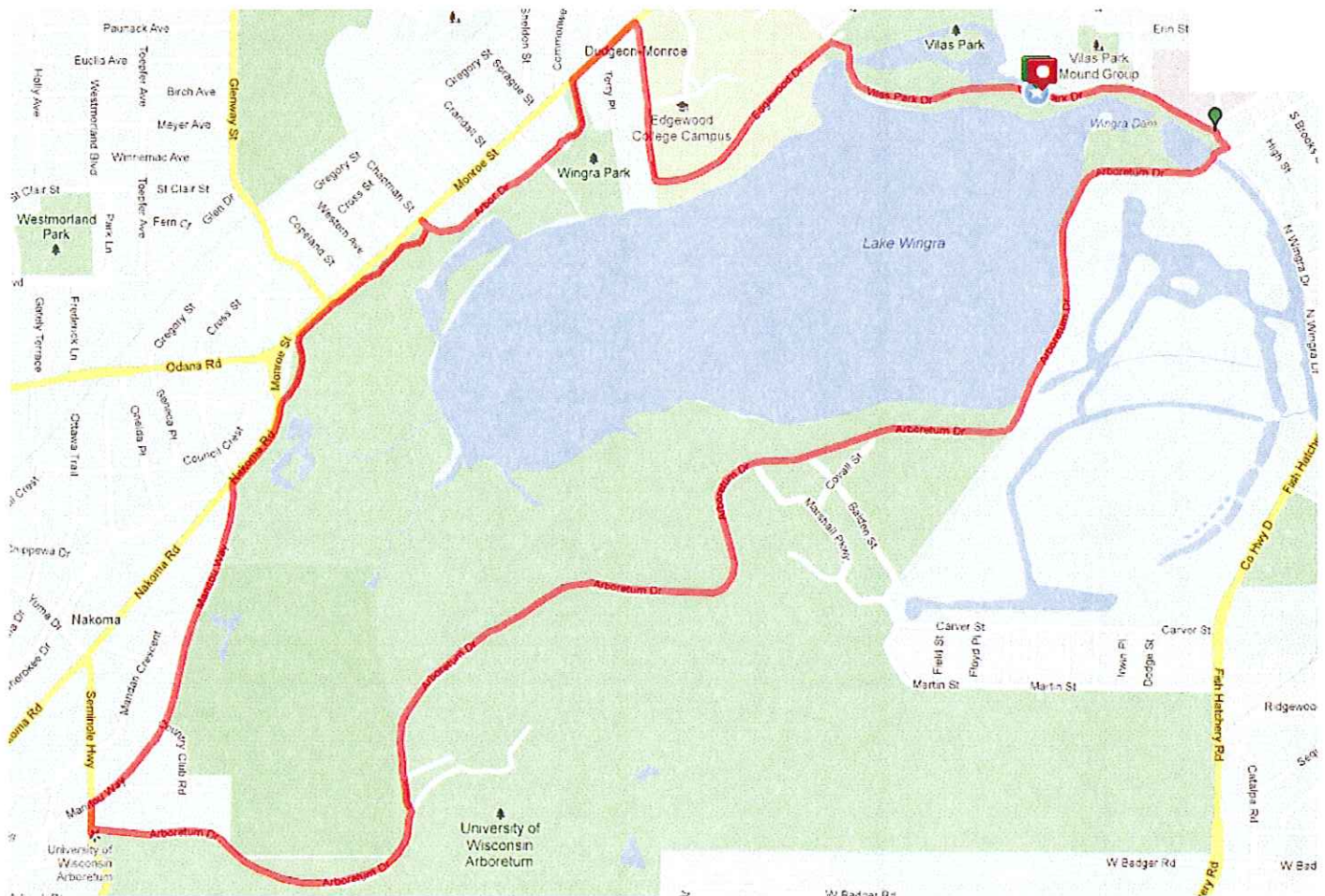
5K Route

Start West of Zoo bridge gate across from Vilas Beach
Run West along Vilas Park Drive to
Left onto Edgewood Drive to
Right onto Woodrow to
Right onto Monroe Street to
Right on Edgewood Avenue to
Left on Vilas Avenue to
Continue on Vilas Across Grant Street, around grassy median to
Right on Garfield Street to
Left on Grant Street to
Left on Drake Street to
Right on Wingra Street
Left on Erin Street to
Right on Mills Street to
Right on Vilas Park Drive to Finish Line



Zoo Run Run – 10K Route

Route begins and ends on Vilas Park Drive immediately West of the Bridge (Giraffe) Gate Entrance to the Zoo (across from Vilas Park Beach)



10K Route

Start West of Zoo bridge gate across from Vilas Beach
Run West along Vilas Park Drive to
Left onto Edgewood Drive to
Right onto Woodrow to
Left onto Monroe Street to
Left to enter Wingra Park on path (near Commonwealth intersection) to
Straight on Arbor Drive to
Left onto Monroe path to
Turn left, continuing on path along Nakoma Rd to
Left onto Manitou Way to
Left onto Seminole Hwy to
Left into Arboretum (stay on the left facing traffic)
Continue through Arboretum to
Left out of Arboretum to
Left on Vilas Park Drive to Finish Line

ZOO RUN RUN: Sunday, September 29, 2013

Medical Plan

There will be an aid station at start/finish

There will be two EMT's on site

Cell phones available for a 911 call if necessary

Key staff will have 2-way radios

We have a golf cart for transport if necessary

Several volunteers along the course to watch for problems, 2 or 3 on bicycles

Hydration

- Water at start/finish
- Water at the Curtis prairie parking area (for 10K)
- Water at the Wingra Springs parking area (for 10K)
- Water at Zoo Parking lot on corner of Drake and Randall (for 5K)

Volunteer plan

Plan to recruit a minimum of 60 volunteers for race day. We will add more if numbers of runners that pre-register demands it.

- Volunteers at the start
 - Packet pick-up
 - Give direction
- Volunteers will be stationed at each mile marker to call out times and at each place runners must turn or make a direction change, 5K & 10K
 - Minimum of 10 along the 10K route additional 8 on 5K route
- Volunteers at each water station, minimum of 4 at each
- Volunteers at the finish
 - To direct runners into chute
 - To retrieve chips
 - Give basic aid if necessary; water, ice, advance aid is for medical personnel only or call 911

Portable Restrooms

- 10 Portable Restrooms will be located in back Zoo parking lot (across from Lake Wingra).