

SPECIAL EVENTS IN MADISON PARKS – GENERAL POLICIES

Special Event Scheduling Fee:

Level 1: \$200.00

Level 2: \$500.00

Level 3: \$1,000.00

Level 4: \$1,500.00

The **Special Event Scheduling Fee** is based upon multiple considerations. In a broad sense, Parks Staff focus on event size and complexity when determining the level to charge (smaller events will likely incur smaller charges and vice versa). More specifically, the factors taken into consideration include (but are not limited to):

- Event size
 - Includes both anticipated attendance and the amount of park space being utilized by the event.
- Event purpose
 - Commercial vs. non-profit, etc.
 - Festival, run/walk, concert
- Event duration (hours and/or days)
- Permits required
 - Vending (commercial, food, etc.)
 - Temporary Structures
 - Alcohol (sales)
 - Amplification
- Nature and duration of amplification
 - If event has more than four hours of amplified sound *or* if sound is amplified after 9:00pm, it will raise the Park Use Fee by at least one level.
- Park location
- Impact on surrounding neighborhood(s)