

# STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # \_\_\_\_\_ Date Submitted \_\_\_\_\_

## EVENT INFORMATION

Name of Event Memorial Union Bash

Event Organizer/Sponsor Wisconsin Union / UW-Madison

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

If Yes, provide State of Wisconsin Tax Exempt Number ES 40706

Address 800 Langdon

City/State/Zip Madison WI 53706

Primary Contact Heidi Lang FAX 608 262-8862

Work Phone 608 262-7860 Phone During Event 608 333-3705

E-mail he.lang@wisc.edu

Website \_\_\_\_\_

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 ~ 2,000 - 3,000 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 8pm to 11pm or midnight, if allowed, I believe the  Yes  No

## EVENT CATEGORY

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

Other Wisconsin Welcome event for freshmen; fair style event with inflatables and info tables

## 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: 1/2 of the 800 block of Langdon Street; the area directly in front of Memorial Union without blocking access to Lot 1 from the east.

## EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 9/2/12 Rain Date(s) N/A

Event Start Date(s)/Time(s) 9/2/12 8pm Set-Up Date(s)/Time for Event 5pm

Event End Date(s)/Time(s) 9/3/12 1am Take-Down Time 2am

Take-Down Time: start to streets reopened

## APPLICATION SIGNATURE

\_\_\_\_\_/I/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 Heidi Lang Date 7-27-12

# MU Bash Sunday, September 2 8pm – 1am

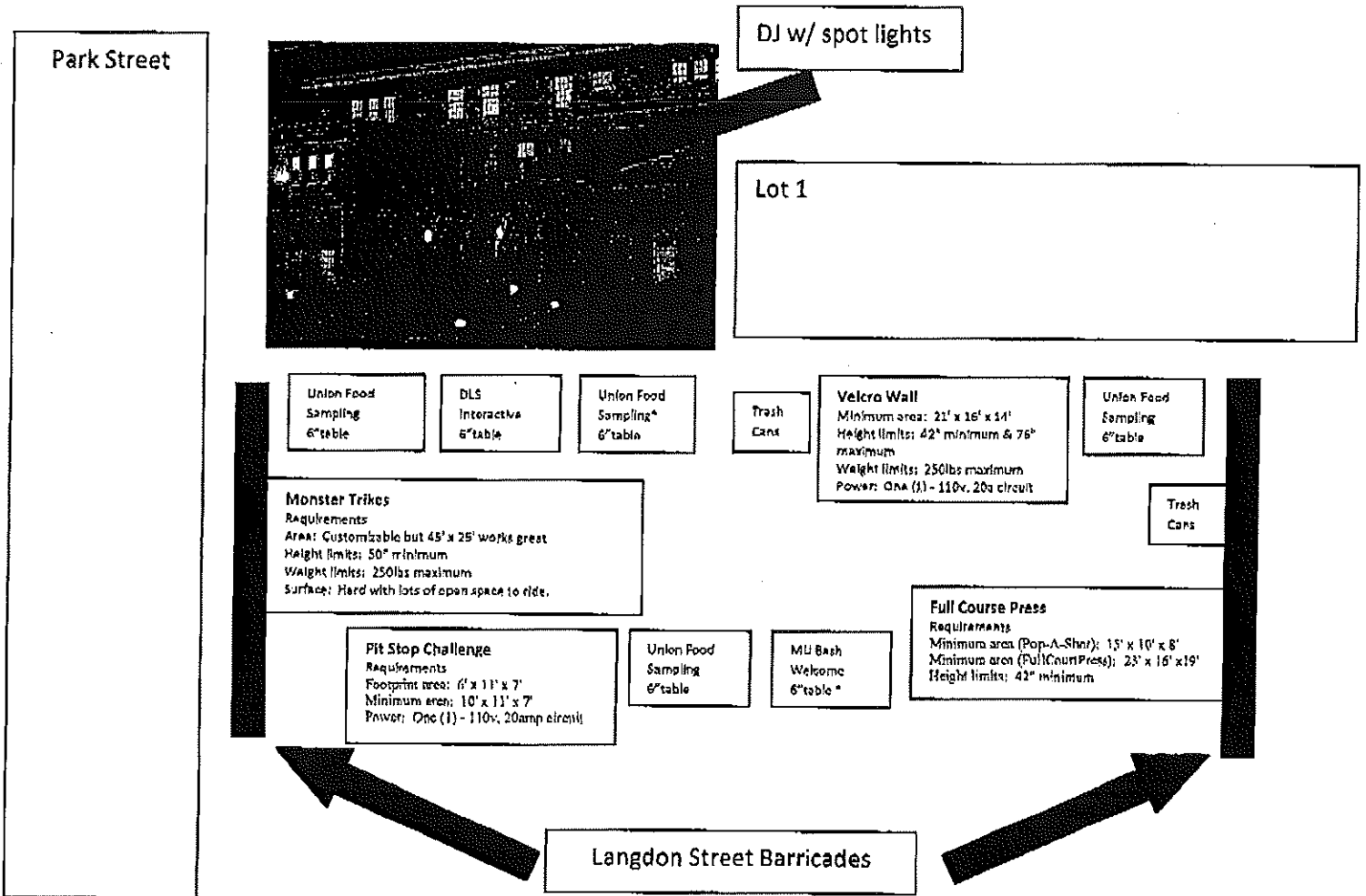
## Event Vision

The Wisconsin Union Welcome program includes MU Bash and US Bash which are large, fun and engaging events for the entire UW community with a special emphasis on welcoming incoming students to campus. MU Bash and US Bash feature events that introduce students to the Wisconsin Union and best showcases all amenities and programs available.

## Event Goals

- Create a fun and welcoming atmosphere
- Increase committee membership in Wisconsin Union Directorate (WUD)
- Increase program participation in WUD events
- Develop repeat Wisconsin Union customers
- Showcase the strengths of the Wisconsin Union (food units, program venues, popular programs, etc.)
- Promote employment opportunities and other amenities available (Wiscard, hotel accommodations, recreation opportunities/rentals, retail and photo ID services, CRO support)
- Maximize staff and financial resources through a streamlined planning process

## Layout Outside of Memorial Union at 800 Langdon Street



Sun., Sept. 2	Event	Event Time	Location
MU Bash Schedule	Carnival Games (Trikes, Velcro Wall, Pit Stop and Full Court Basketball. Supplier: Kid Again)	7:45pm - 11pm	Langdon Street
	Mini Taste of MU - 4 Food Sampling Tables	8pm - 10pm	Terrace
	Hoop Dancing Lessons	8pm - 10pm	Great Hall
	Pizza Party	8pm - 10pm	Class of '24
	Acapella Showcase	8pm - 9:30pm	Terrace
	Band	10pm - midnight	Terrace
	Comedy Sportz	9pm - 10:30pm	Main Lounge
	Arts and Craft Party (Henna, art mural, dj)	8pm - 10pm	Class of 24 Reception
	Sex Signals - show 1	10:45pm - 11:45pm	Great Hall
	Shot of Reality - show 1	10:45pm - 11:45pm	Main Lounge
	Sex Signals - show 2	Midnight - 1am	Great Hall
	Shot of Reality - show 2	Midnight - 1am	Main Lounge
	WI Union Human Resources Info Table	8pm - 11pm	Terrace (by LOL)
	WI Union Membership Info Table	8pm - 11pm	Terrace (by LOL)
	WUD Info Table	8pm - 11pm	Terrace (by LOL)
	Notebook Decorating	8pm - 11pm	Capitol View
	Mini Courses & Craftshop Info Table	8pm - 11pm	Great Hall
	Current events trivia/ Go Big Read & Info Table	8pm - 11pm	Langdon Street
	Hooper Information Tables	8pm - 11pm	LOL
	Film Trivia & Info Table	8pm - 11pm	Rath
	MUR Chair Fair	8pm - 11pm	Trophy Room
	Pictures w/ Terrace Stage Backdrop & Info Table	8pm - 11pm	Terrace (by Stage)
	Tap Lessons & Info Table	8pm - 11pm	Great Hall
	Community Art Mural & Info Table	8pm - 11pm	Great Hall Foyer
	Publications Mad Libs & Info Table	8pm - 11pm	2 <sup>nd</sup> Floor Hall
	Society & Politics Info Table	8pm - 11pm	2 <sup>nd</sup> Floor Hall
	Global Connections Pin Maps & Info Table	8pm - 11pm	Great Hall
	T-shirts Distribution	8pm - 11pm	All MU Bash Info Tables
UW Credit Union Info Table	8pm - 11pm	Terrace (in front of Rath)	
ASM Info Table	8pm - 11pm	Terrace (by LOL)	

### Safety and Security Plans

- The Wisconsin Union ceases sales of alcohol at Memorial Union during this event
- All Information Tables have a list of event organizer cell phones and walkie talkies are used by roving volunteers throughout the event
- Central Event Services Office staff are present throughout the entire event and will follow emergency response procedures as is typical for all WI Union events
- An event alert detailing the event is circulated to all campus partners prior to the event
- In addition to the typical WI Union staffing available during our large events, a core of 15 - 25 volunteers are on hand to assist with crowd control throughout the event.
- The inflatables are set up and managed by Kid Again staff which is the only inflatable company approved by the UW Madison Risk Management office

### Clean up and Recycling Plans

- Wisconsin Union Staff are responsible for clean up on WI Union property; Bash volunteers will be responsible for cleaning up Langdon Street under the direction of our Facilities Assistant Director.
- At minimal, 2 trashcans will be available by the 4 food vendor stations on Langdon Street, provided and disposed of by the WI Union