

# STREET USE PERMIT APPLICATION

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

## EVENT INFORMATION

Name of Event Emilie's Golden Birthday: 5K Run/Walk for Women of Congo - A Benefit for AFRIcaide

Event Organizer/Sponsor AFRIcaide, Inc.

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

If Yes, provide State of Wisconsin Tax Exempt Number 27-4158297

Address 310 Oldfield Rd.

City/State/Zip Madison, WI 53717

Primary Contact Tosha Songolo

FAX \_\_\_\_\_

Work Phone 608-217-6709

Phone During Event 608-217-6709

E-mail tsongolo@gmail.com

Website www.africaide.org

Secondary Contact Aliko Songolo

Phone During Event 608-217-6489

Work Phone 608-262-5937

E-mail asongolo@wisc.edu

Annual Event?  Yes  No

Charitable Event?  Yes  No

If Yes, name of charity to receive donations: AFRIcaide, Inc.

Estimated Attendance 100-200 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 9 am to 1 pm  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: State St. Mall, 800 Langdon St., Lakeshore Path

## EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 5/6/12 Rain Date(s) 5/12/12  
Event Start Date(s)/Time(s) 5/6/12 9 am Set-Up Date(s)/Time for Event 5/6/12 8 am  
Event End Date(s)/Time(s) 5/6/12 1 pm Take-Down Time 1-2 pm  
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 Tosha Songolo Date 3/13/12

### **Event Schedule**

8am	Set-Up (display table on the Mall with brochures about AFRICAide)
9am	Announcements/Music/Welcome (amplified)
9:30am	Warm-Up (amplified)
10am	Start of 5K Run/Walk & 1 Mile Walk
12pm	End of Race
12:30pm	Prizes and Thank You
1pm	End of event
1-2pm	Clean Up

### **Safety and Security Plan**

Safety: Bunmi Kumapayi, RN,BSN at UW-Hospital Dept. of Surgery in the first aid area (on the side of Memorial Library closest to Lake St.)  
Lost child area will be next to the nurse's station

Security: Open to suggestions by UWPD or Madison Police. Considering renting a security company for the duration of the event

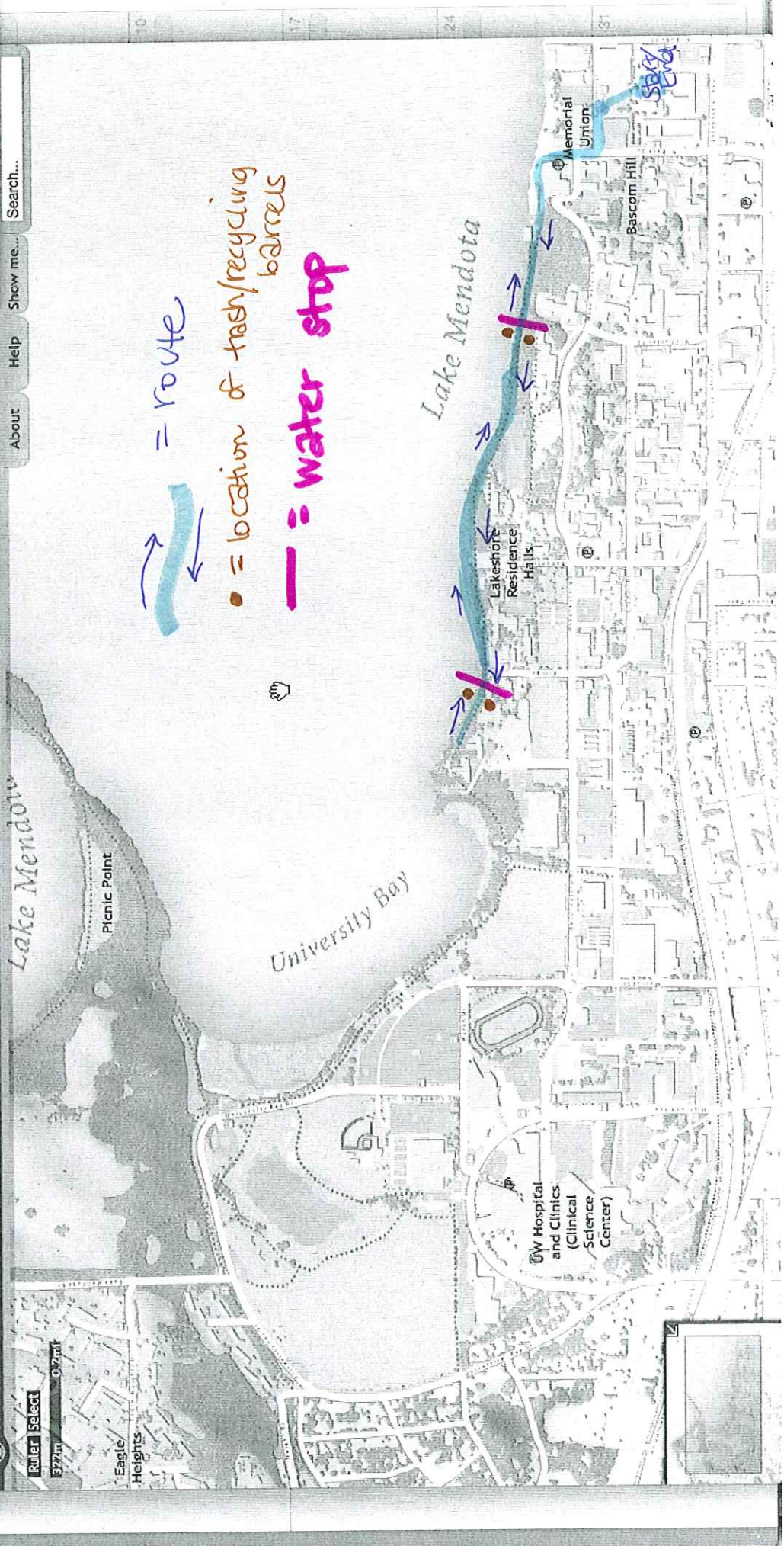
### **Notification Schedule**

Will notify the following people/organizations by April 6, 2012:

Alder Michael Verveer  
Memorial Library  
St. Paul's Church  
Wisconsin Historical Society  
Pres House  
UW Housing  
Residents on 700 Block of State. St.

### **Recycling Plan**

Contact City of Madison for advice.  
Rent 8 trash and recycling barrels  
2 barrels per water stop (2 water stops)  
16 volunteers work 1 hour shifts (2 people/barrel)



*= route*

*= location of trash/recycling barrels*

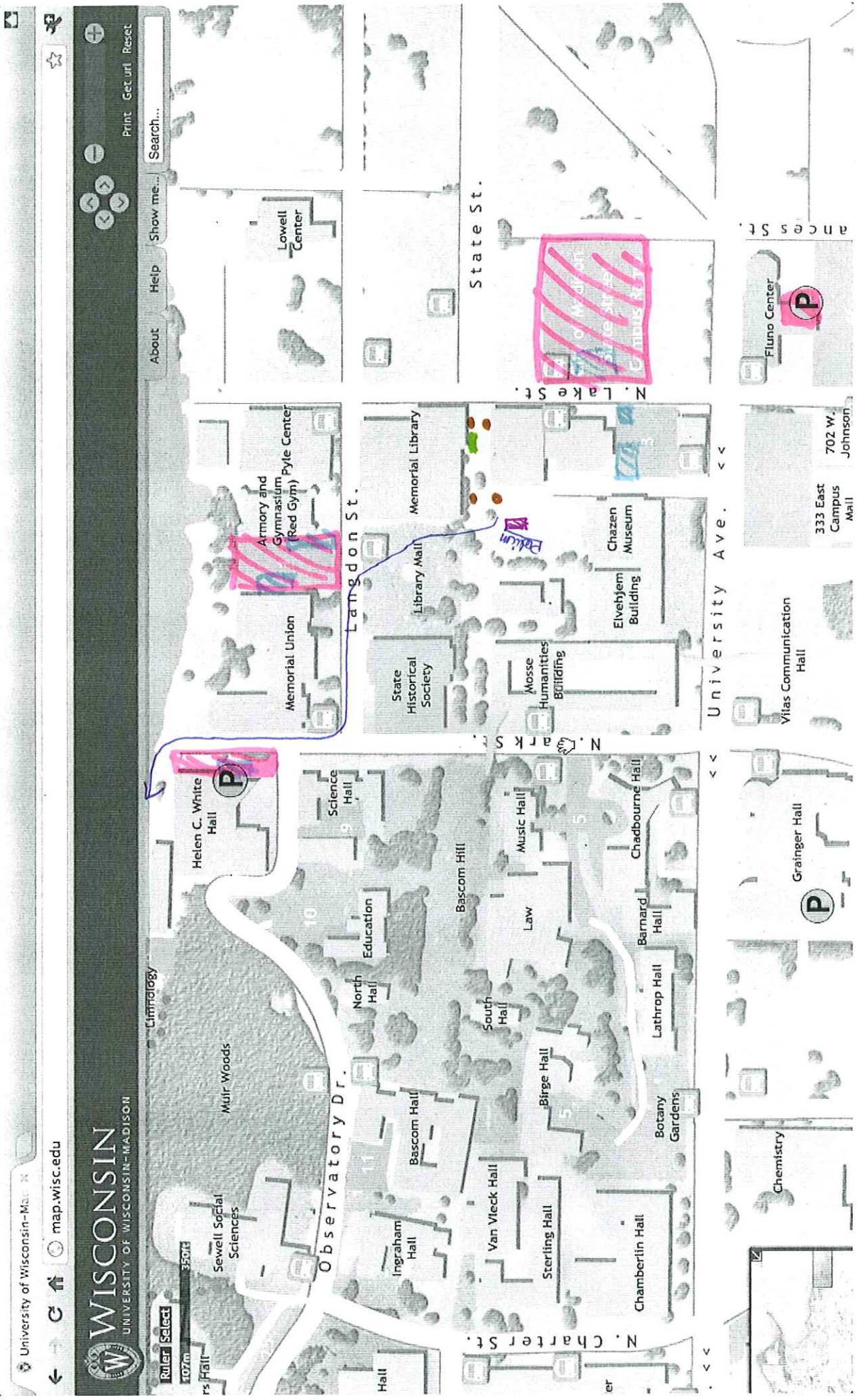
*= water stop*

*Start*

*End*

WXY = disabled parking  
 → = route of race  
 P = parking

● = location of trash/recycling barrels  
 ■ = First Aid station/lost child area  
 ■ = table w/ Affricade brochures & info



University of Wisconsin-Madison  
 map.wisc.edu  
 WISCONSIN UNIVERSITY OF WISCONSIN-MADISON  
 Ruler Select 107m 350ft  
 Print Get url Reset

Search...  
 Show me...  
 Help  
 About