

STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event Century Celebration - 100 Years Young, 100 Years Strong

Event Organizer/Sponsor Girls Scouts of Wisconsin - Badgerland Council, Inc.

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

If Yes, provide State of Wisconsin Tax Exempt Number 000775

Address 2710 Ski Lane

City/State/Zip Madison, WI 53713

Primary Contact Christine Posey FAX 608-276-9160

Work Phone 800-236-2710 x 1162 Phone During Event 608-630-0595

E-mail poseyc@gsbadgerland.org

Website www.gsbadgerland.org

Secondary Contact Eliza Zimmerman

Work Phone 800-236-2710 x 3030 Phone During Event 608-630-0595

E-mail zimmermane@gsbadgerland.org

Annual Event? Yes No

Charitable Event? Yes No

If Yes, name of charity to receive donations: _____

Estimated Attendance 5000 with potential of 10000 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 12:00 to 6:00 PM Yes No

EVENT CATEGORY

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

Other Parade/Rally to support and showcase GSUSA 100 years of history.

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: (See attached)

EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) _____ Rain Date(s) _____

Event Start Date(s)/Time(s) May 5, 2012 2:00 PM Set-Up Date(s)/Time for Event May 5, 2012 12:30 PM

Event End Date(s)/Time(s) May 5, 2012 4:00 PM Take-Down Time May 5, 2012 4:45 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  Date 2/2/12

Street Names and Block Numbers

John Nolen Drive from W. Expo Dr to S. Broom St. S. Broom St from John Nolen Dr to W. Wilson St. W. Wilson St from S. Broom St. to Martin Luther King, Jr. Blvd. Martin Luther King, Jr. Blvd. from W. Wilson to the Capitol Square (Main St).

We are also in contact with the Wisconsin DOT about the stretch of John Nolen Dr. from North Shore Drive to S. Broom St. because it is State Highway 151.

Event Schedule

- 12:30 PM Set up of water stops/activity/reenactments along route. Set up barricades, etc.
- 2:00 PM Kick off the walking from Willow Island
- 2:30 PM As the last of the people pass the first water/activity stop; we will come back and pick up all supplies. This will be repeated throughout the route using a cargo van/pickup truck.
- 4:45 PM Last of the streets reopened and all supplies picked up.

We will be kicking off the walk from the Willow Island area of the Alliant Energy Center at 2:00 PM. Starting at 12:30 PM we will stage all street barricading and set up 10-12 water/activity/reenactment stops along the route. As the crowds move down the route, we will follow behind them and clear supplies, etc.

The 10-12 water/activity/reenactment stops will be set up as short Girl Scout/Women's historical demonstrations for girls and adults to enjoy along the March route.

Site Map of Event

(See Attached)

Safety and Security Plans

All volunteers working at this event will have on bright safety green t-shirts and receive training and information regarding radio etiquette, emergency procedures, etc. before starting their shift at the event. Any lost child, person needing first aid, or other emergency situation will be able to ask any of them for help.

If the volunteer approached in a crisis situation is not directly a First Aid volunteer or is approached with a medical condition beyond their training, they will have a radio or cellular phone that they can call the EMT to come and help. We will have either hired or volunteer EMT's available in a motorized vehicle to follow behind the crowd on the route of the walk.

All event participants will be wearing a tyvek wristband. We are asking all volunteers, parents and adults to take the time to write on the back of all child wristbands the child's name and a cell phone number we can call if they become separated from their parents/troop leaders. If the child does not have a number on their wristband, we will have radios or cell phones that we can use to connect any parents with their lost children. At the Capitol Square we will have a first aid/lost child station established close to the center of the activities.

There will be no alcoholic beverages provided or allowed at this event.

All valuables will be the responsibility of the participant and Girl Scouts will not assume responsibility of any lost, damaged, or stolen valuables or goods.

We have several Girl Scout Volunteers that are currently fire, police, or EMS professionals and volunteers. We will discuss the logistics of them either volunteering or being hired on to be safety and security individuals for this event. We will also work with any city emergency services as needed leading up to and on the day of the event.

We will be controlling the flow of the crowd by releasing the march in "waves" with volunteers encouraging the pace of the group. There will be barricades and directional signage posted throughout the route. Once at the Capitol Square, participants will be directed to the area where we will be having some activities and speakers. Route maps and instructions will all be provided in the informational packet for the event.

Clean Up and Recycling Plan

At all water/activity/reenactment stops we will be providing trash bags and receptacles for all litter and recycling to be collected. During the clean-up of each of these water/activity stops, the vehicle picking up supplies will also pick up trash bags to dispose of them.

Notification Requirements

As of the submission of this permit application, all alderman(s) of the areas affected have been contacted via email. (See attached email to verify.)

Certificate of Insurance

A copy of our certificate of insurance naming the City of Madison and its Parks Division as an Additional Insured has been attached to this permit. (See Attached)

Map #1

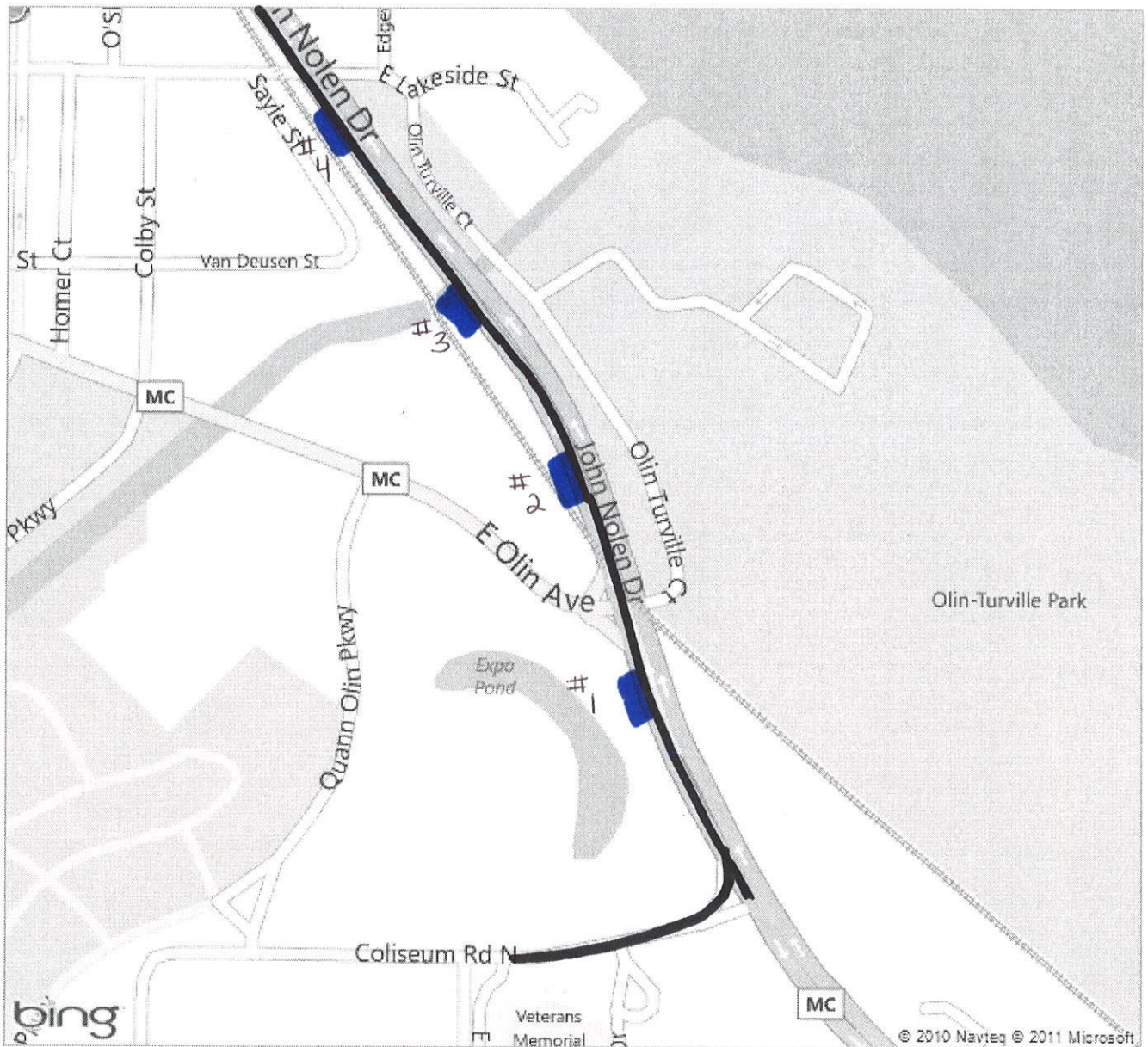
bing Maps

Madison, WI

My Notes

On the go? Use m.bing.com to find maps, directions, businesses, and more

 = Water / Activity Station



Map #2

bing Maps

Madison, WI

My Notes

On the go? Use m.bing.com to find maps, directions, businesses, and more

 = Water / Activity Station



bing Maps

Madison, WI

My Notes

On the go? Use m.bing.com to find maps, directions, businesses, and more

 = Water / Activity Station



Map #4

bing Maps

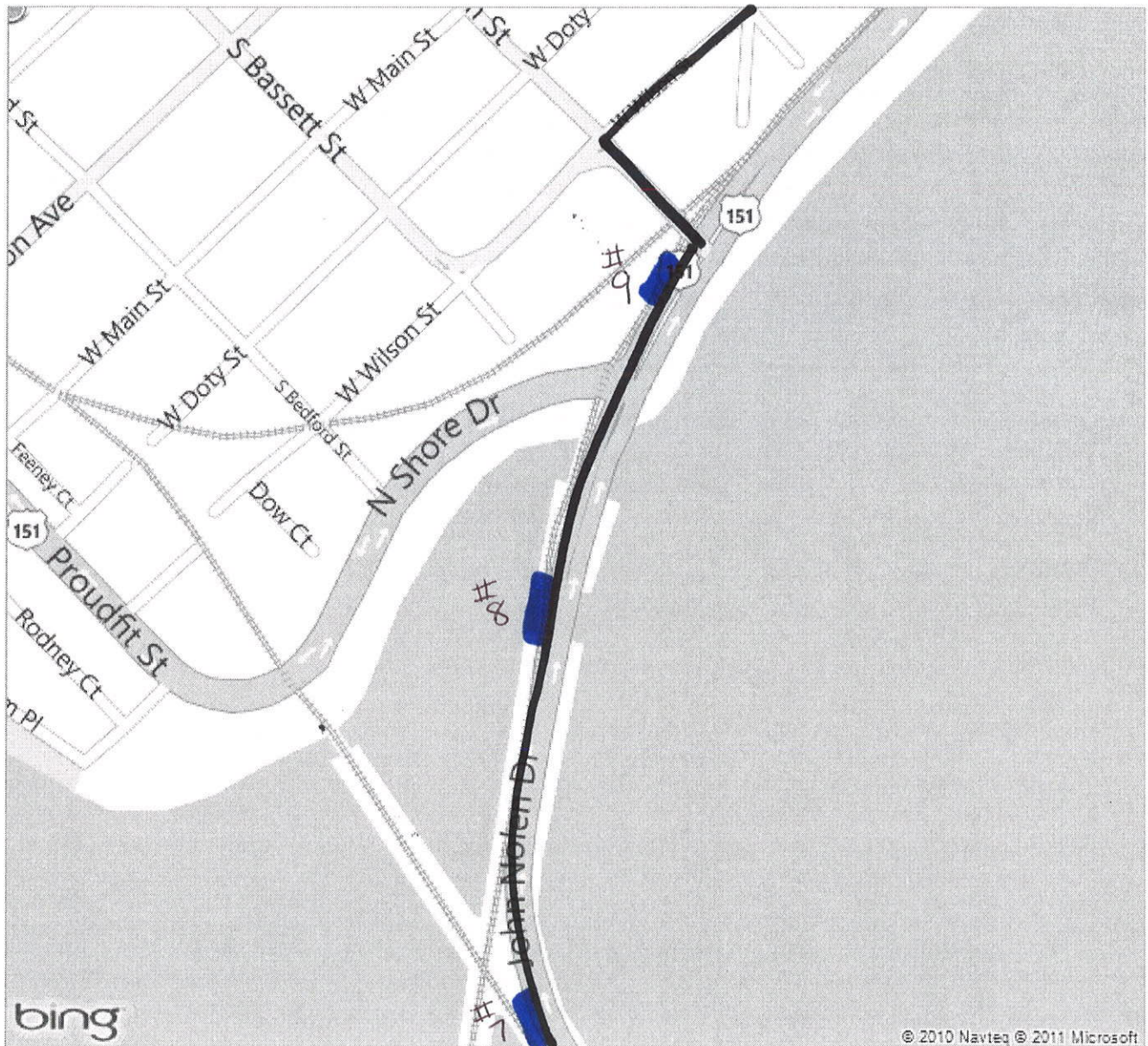
Madison, WI

My Notes

On the go? Use m.bing.com to find maps, directions, businesses, and more



■ = Water / Activity Station



Map #5

bing Maps

Madison, WI

My Notes

On the go? Use m.bing.com to find maps, directions, businesses, and more

 = Water / Activity Station

