

# STREET USE PERMIT APPLICATION

## EVENT INFORMATION

Name of Event: Dane County Farmers' Market Meter Bagging for Street Closures, June 11, 2016 & July 2, 2016

Event Organizer/Sponsor: Dane County Farmers' Market

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

**MANDATORY: State Sales Tax Exemption Number:** ES#: 456-567732-06

**OPTIONAL: Federal Tax Exempt Number:** \_\_\_\_\_

Address: PO Box 1485

City/State/Zip: Madison, WI 53701

Primary Contact: Sarah Elliott Work Phone: 608-455-1999

Email: info@dcfm.org Phone During Event: 608-455-1999

Website: www.dcfm.org FAX: n/a

Secondary Contact: Rebecca Goodman Work Phone: 608-489-2291

Email: rebecca@dcfm.org Phone During Event: 608-495-1297

Annual Event?  Yes  No

Charitable Event?  Yes  No

If Yes, Name of charity to receive donations: \_\_\_\_\_

Estimated Attendance: n/a (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification? (not allowed after 11 p.m.):  Yes  No

Hours: \_\_\_\_\_ to \_\_\_\_\_

## EVENT CATEGORY

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

X  Bagged parking to accommodate construction on "no vehicle access" days Other: \_\_\_\_\_

## LOCATION REQUESTED

Capitol Square (note specific blocks below)  State St. Mall/800 State Street

30 on the Square (aka top of 100 block of State Street)  Other (specific blocks/streets requested below)

Street Names and Block Numbers: see maps

## EVENT DATE(S)/SCHEDULE

Date(s) of Event: June 11, 2016 & July 2, 2016 Event Start and End Times: 4:30 am – 2:30 pm

Rain Date (if any): ?? Up to City Set-Up Start Time: <4:30 am

Take-Down Start Time and End Times: 2:30 pm  
TAKE-DOWN TIME: START TO STREETS REOPENED

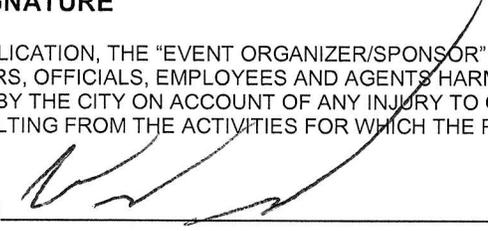
Will sponsor apply for temporary class B license to serve or sell beer/wine for this event?  Yes  No

**If class B license is denied, will the event(s) occur?**  Yes  No

\_\_\_\_\_ By initialing, I/we waive the 21-day decision requirement.

## APPLICATION SIGNATURE

BY SIGNING THIS APPLICATION, THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

Applicant Signature  \_\_\_\_\_

Date 4/25/2016



P.O. Box 1485  
Madison, WI 53701  
608-455-1999  
[www.dcfm.org](http://www.dcfm.org)  
[info@dcfm.org](mailto:info@dcfm.org)

## **Parking Meter Bagging**

June 11, 2016

100 Blocks of West Washington Ave. & Wisconsin Ave.

4:30 am – 2:30 pm

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July 2, 2016

100 Blocks of East Washington Ave. & Wisconsin Ave.

4:30 am – 2:30 pm

**Schedule/Description:** Meters should be bagged from 4:30 am to 2:30 pm. Handicapped parking will not be bagged.

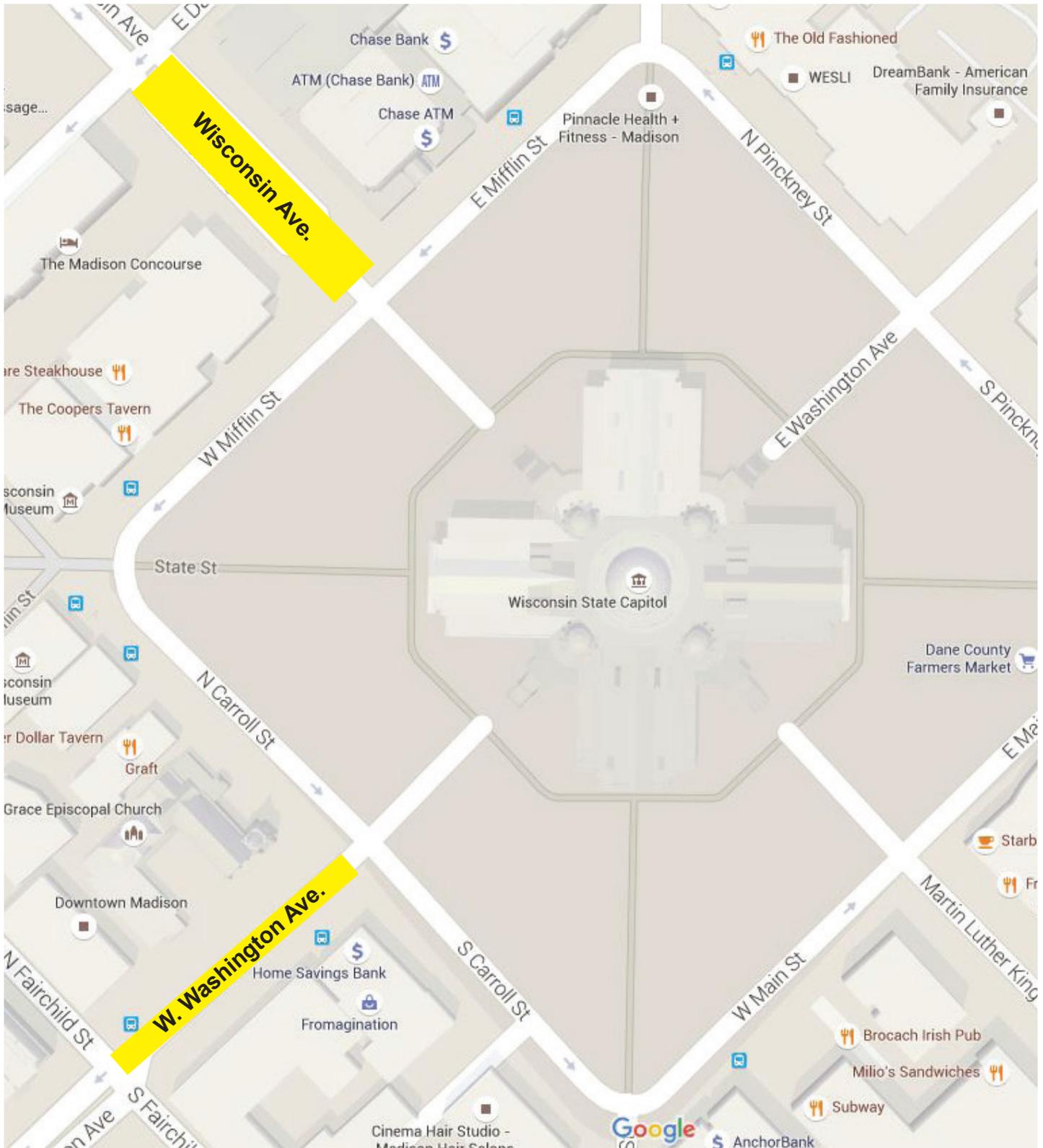
DCFM members who normally vend on the affected streets will be allowed to park at the bagged meters. We are requesting that the meters be bagged to facilitate hand and small cart conveyance of their stand and contents to and from their normal vending location from those entry points adjacent to the blocks with bagged meters. Authorized DCFM member vehicles can be identified by the "Designated Line" on their displayed line card beings "Wisconsin" on June 11 and "East Washington" on July 2 (Sample line card follows).

**Safety and Security:** the streets will not be closed. Members accessing their vehicles for loading and unloading will need to use extra care. The market will provide a couple of assistants at the loading in and out sites to assist the members. We are not anticipating the need for extra officers. Emergencies will be handled through 911.

**Cleanup:** We are not anticipating any cleanup beyond the care that the DCFM uses in normal market operations.

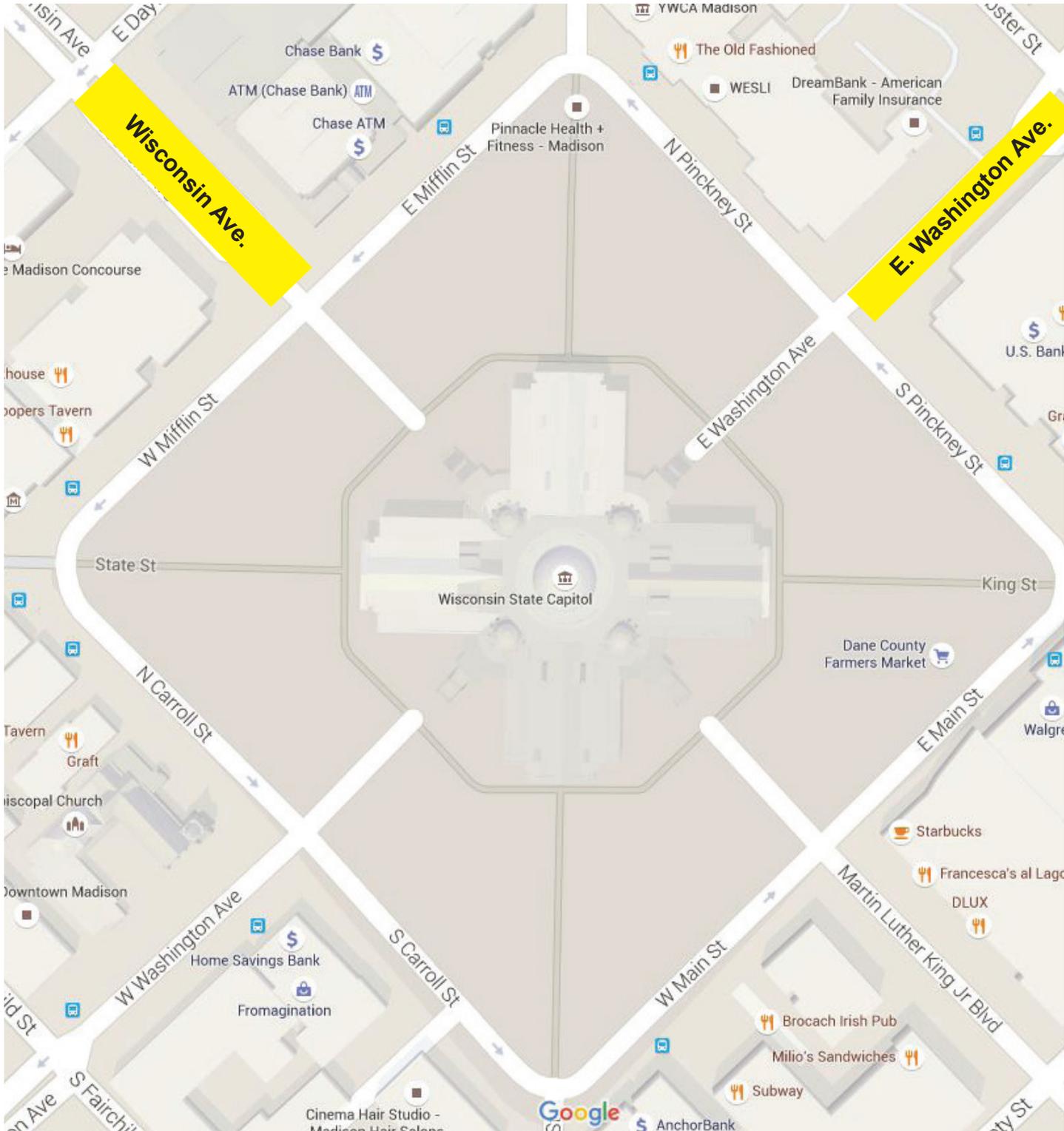
**Notification:** Market manager (Sarah Elliott or other DCFM personnel will be reachable at 608-455-1999)

**Insurance:** We are not anticipating additional insurance will be required.



**June 11, 2016**  
**Bagged meters 100 block Wisconsin & West Washington**

 = Requested Area



**July 2, 2016**  
**Bagged meters 100 block Wisconsin & East Washington**

 = Requested Area

# **Daily Stall Member**

**Dane County Farmers' Market – 2016**

*This card should be available at each market.*

**Vendor Name**

**Sample, Name**

**2016 Seniority Number**

**012**

**Designated Line**

**E. Washington**

**Market Day and Office Phone (608) 455-1999**

**Email/Text: [bill@dcfm.org](mailto:bill@dcfm.org)**