

STREET USE PERMIT APPLICATION

EVENT INFORMATION

Name of Event: PARKS ALIVE
Event Organizer/Sponsor: DEPT. OF CIVIL RIGHTS, NRTS, MPL, CDD, Parks
Is Organizer/Sponsor a 501(c)3 non-profit agency? ☐ Yes ☒ No
MANDATORY: State Sales Tax Exemption Number: ES#: _____
OPTIONAL: Federal Tax Exempt Number: _____
Address: 210 Martin Luther King Blvd
City/State/Zip: MADISON
Primary Contact: TARLA SAGGAF Work Phone: 608-266-6352
Email: tsaggaf@cityofmadison.com Phone During Event: 608-886-8166
Website: _____ FAX: _____
Secondary Contact: MARY O'DONNELL Work Phone: 608-261-9122
Email: _____ Phone During Event: 608-219-1883
Annual Event? ☐ Yes ☐ No
Charitable Event? ☐ Yes ☒ No
If Yes, Name of charity to receive donations: _____
Estimated Attendance: 50-75 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)
Public Amplification? (not allowed after 11 p.m.): ☒ Yes ☐ No
Hours: _____ to SEE ATTACHED

EVENT CATEGORY

☐ Run/Walk ☐ Music/Concert ☐ Festival ☐ Rally ☐ Parking (i.e., bagging meters)
☒ Other: NEIGHBORHOOD GATHERING

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 ATTACHED

EVENT DATE(S)/SCHEDULE

Date(s) of Event: SEE ATTACHED Event Start and End Times: SEE ATTACHED
Rain Date (if any): _____ Set-Up Start Time: _____
Take-Down Start Time and End Times: _____
TAKE-DOWN TIME: START TO STREETS REOPENED

Will sponsor apply for temporary class B license to serve or sell beer/wine for this event?
If class B license is denied, will the event(s) occur?

☐ Yes ☒ No
☐ 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 _____

Leopold park

Untitled layer

Partners - June 21st Event

-  mshr table - Fit 2 Go
-  dream bus
-  food cart #1
-  food cart #2
-  greeter table
- 
-  Fire Lane Clearance

Partners - July 5th, July 19th, Aug 2nd Events

-  Dream Bus - July 5th
-  Food Cart #1 - July 5th
-  Fit 2 go - learn to garden
-  Food Cart #2 - July 5th
-  Greeter Table - July 5th
-  MSCR Fit2Go - July 5th
- 
- 
- 
-  Fire Lane

June 21st 4-8pm

July 5th 1-6pm

July 19th 3-8pm

August 2nd 3-8pm

NO PARKING REQUEST:
Traceway Dr. between Pike
Dr. and Luann Ln. (northside
only)

