

## STREET USE PERMIT APPLICATION

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

### EVENT INFORMATION

Name of Event Constellation Move-in  
Event Organizer/Sponsor Madison Property Management - Eric D.  
Is Organizer/Sponsor a 501(c)3 non-profit agency? ☐ Yes ☒ No

If Yes, provide State of Wisconsin Tax Exempt Number \_\_\_\_\_

Address 10 N. Livingston St.

City/State/Zip Madison / WI / 53703

Primary Contact Eric Deegan FAX 608-251-0777

Work Phone 608-251-0877 Phone During Event 608-259-6657

E-mail ericd@madisonproperty.com

Website madisonproperty.com

Secondary Contact Kate E.

Work Phone 608-251-0877 Phone During Event \_\_\_\_\_

E-mail kate@madisonproperty.com

Annual Event? ☐ Yes ☒ No

Charitable Event? ☐ Yes ☒ No

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

Estimated Attendance 150 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours \_\_\_\_\_ to \_\_\_\_\_ ☐ Yes ☒ No

### EVENT CATEGORY

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

☒ Other large scale building move-in

### 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: The 0-100 block of N. Livingston St.

### EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 7/31/14 - 8/1/2014 Rain Date(s) none  
Event Start Date(s)/Time(s) 6pm on 7/31/14 Set-Up Date(s)/Time for Event 6pm on 7/31/14  
Event End Date(s)/Time(s) 6pm on 8/1/14 Take-Down Time 6pm on 8/1/14  
Take-Down Time: start to streets reopened

### APPLICATION SIGNATURE

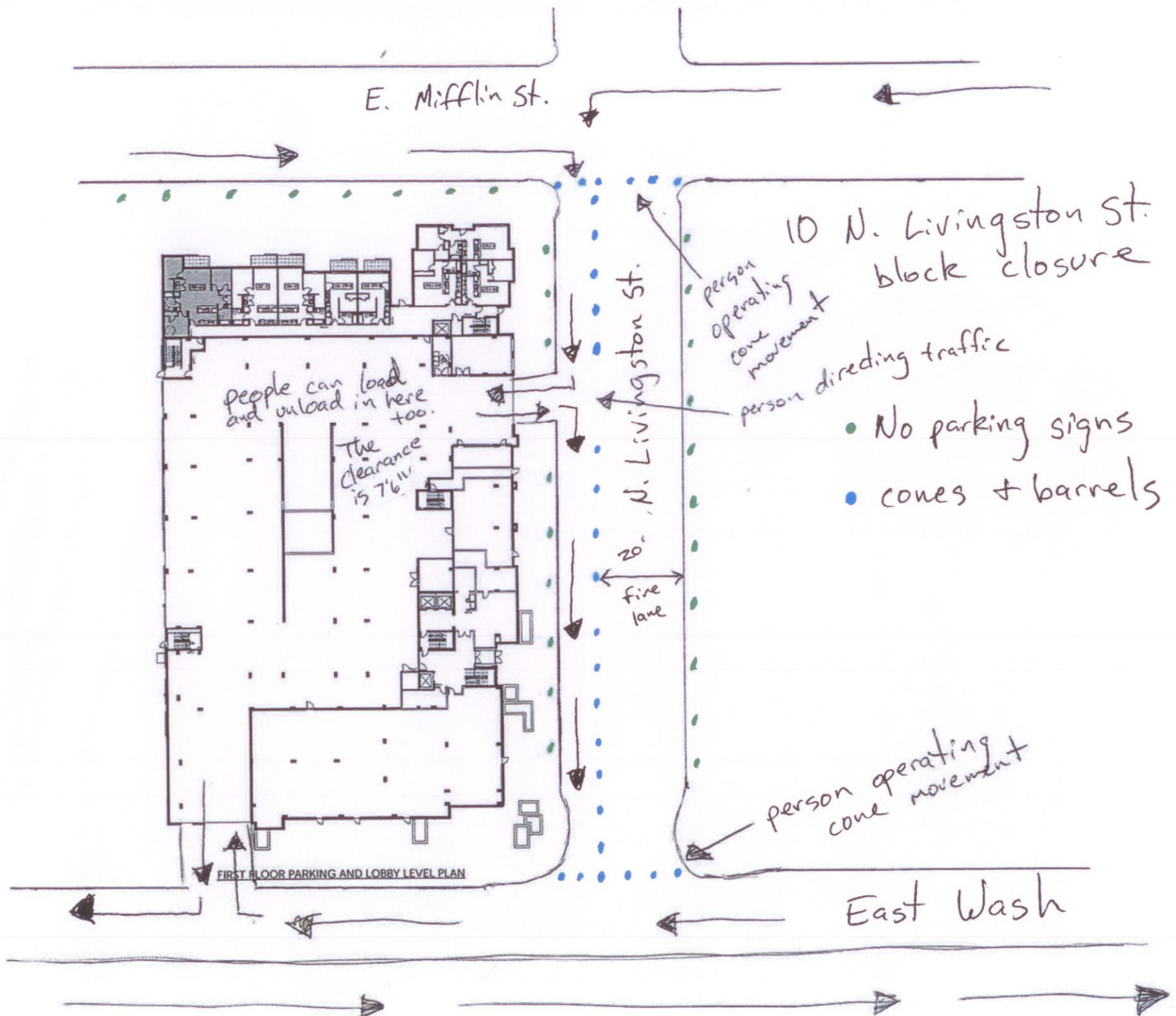
☒ I/We waive the 21-day decision requirement.

ED (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, statutes and laws.

Signature [Signature] Date 7/9/2014





**Thursday, July 31<sup>st</sup> 2014**

6:00 PM – Place No Parking signs along 10 N. Livingston St. block on both sides and the south/building side of the 700 block of East Mifflin.

**Friday, August 1<sup>st</sup> 2014**

10:00 AM – Begin setting up cones and barrels.

11:00 AM – People will start arriving to move-in. I will have 2-3 people operating the cones on both ends of the block to allow people to enter/exit. They will also direct traffic. There will be NO traffic building up on East Wash as we will instruct people to go around to the E. Mifflin St. side or enter the parking structure from East Wash if in vehicle shorter than 7'6."

5:00 PM – Start taking down barrels/cones and removing no parking signs.

6:00 PM – Everything will be completed and back to normal by 6pm.