



Permit #	PEP2016090
Application Submitted:	4/22/16
Permit Issued:	Click here to enter a date.

Issued to:	Contact Name: Gary Kallas
Organization: Wil-Mar Neighborhood Center	Email: garyk@wil-mar.org
Address: 953 Jenifer St. Madison, WI 53703	Phone During Event: (608) 235-2929
Name of Event: La Fete de Marquette	Location: Central Park
Start Date: Thursday, July 14, 2016	End Date: Tuesday, May 17, 2016

	Date	Time/Hours
Setup	Thursday, July 14, 2016	9:00am-4:00pm
Event Start	Thursday, July 14	4:00-10:00pm
	Friday, July 15	4:00-11:00pm
	Saturday, July 16	11:00am-11:00pm
	Sunday, July 17	9:00am-10:00pm
Event End	Sunday, July 17, 2016	
Cleanup/Take Down	Monday, July 18, 2016	10:00am-10:00pm

Approved with the following conditions (may extend to next page):

X	THE APPLICANT FOR A PARK EVENT PERMIT SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS 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.
X	Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is: Marsha A. Rummel - district6@cityofmadison.com
X	The applicant shall send a copy of the application to the alderperson, Marsha A. Rummel - district6@cityofmadison.com, and to any neighborhood associations on file with the Department of Planning and Community and Economic Development, within thirty (30) days of receiving approval from the Park Commission. The notification shall include contact information for the applicant. The purpose of the notification shall be to exchange information and receive public comment about the details of the event. <ul style="list-style-type: none"> The applicant shall keep a record of all public comments and provide them to the Madison Parks Division.
X	Police notification. Please contact the Central Madison Police District, 608-261-9694 or the Central District web site to give them information about your event.
X	Organizer will submit a certificate of insurance covering this activity which names the City of Madison as Additional Insured. (If beer will be sold, this certificate must include liquor liability.)
X	If the event will close street(s) or remove parking, event organizer must apply for a Street Use Permit .
X	Organizer will contact the Central Parks Maintenance Supervisor, Lisa Laschinger, at llaschinger@cityofmadison.com at least 30 days prior to your event to review site plans. Organizer must abide by all recommendations/stipulations provided by the Maintenance Supervisor. If organizer requires electrical from hand holes in Central Park, he/she will discuss it with the Maintenance Supervisor during the site visit. Parks staff will remove hand hole covers prior to set-up of the event and replace following the event.
X	If organizer is going to use the high-amp event electricity, organizer be required to hire a professional electrician (Journeyman level or higher) to connect and disconnect the event electricity. Organizer will need a key for the restroom building in order to access the electricity. A key may obtained when the electrician organizer hires meets with the park's electrician. There is a \$75 refundable deposit for this key.
X	Organizer will leave a \$3000.00 refundable damage deposit with the Parks Office and agrees to be responsible for any damage to the park that occurs as a result of the event. This can be done via check or charge, but it must be separate from your invoice payment.

X	All fees will be paid and deposits made at least two weeks before the event. We accept cash, check, or charge (VISA or MasterCard). To make a credit card payment via phone, please call (608) 264-9289. Please make checks payable to City Treasurer and mail to: City of Madison Parks Division / 210 Martin Luther King, Jr. Blvd. / Madison, WI 53701-2987
X	Organizer will furnish the Parks Office with a complete list of vendors at least two weeks in advance.
X	Organizer will follow all Health Department requirements and recommendations concerning food in the park.
X	Organizer will follow all Madison Parks and Police requirements for the serving of beer, including licensed bartenders and security.
X	Organizer will be responsible for ordering and paying for enough portable toilets for the event, based on expected attendance.
X	If using temporary structure(s) (e.g. tents, stages, inflatable structures, etc.), organizer will contact Digger's Hotline (811) approximately ten days before 7/14/2016 and will get the Ticket Number for the location to the Parks Office.
X	Organizer must comply with the attached "Central Park Staking Policy" in regard to placing temporary structures on the Great Lawn.
X	Organizer is responsible for keeping attendees off railway right of way at all times. A plan must be submitted with the event application. If attendees are observed in the railway right of way, then Parks Division staff will take over enforcement of safety and organizer will be charged a rate of \$75 per hour per staff for the remainder of the event. This cost will be taken out of the security deposit. Failure to keep attendees off the railway right of way will be taken under consideration of the event application in future years.
X	A PA2 permit will be issued for amplification. Sound shall be limited to 95 decibels (dB) at the sound board or 125' from the amplification source if no sound board is present. Amplification will be allowed Date/Day/Event Hours/Amplification 7/14/2016, Thursday, 4:00-10:00pm 7/15/2016, Friday, 4:00-11:00pm 7/16/2016, Saturday, 12:00-11:00pm 7/17/2016, Sunday, 9:00a-10:00pm Sound will be monitored by Parks staff with an octave band meter. If readings are above 95 dB during the measurement period, non-compliance action will commence. <ul style="list-style-type: none"> • <u>Non-compliance action</u> A warning will be given to comply with the conditions of the PA2 permit. If a second warning is required, a citation will be issued to the responsible party for violation of MGO 8.29. A third violation will result in the amplification being ordered to cease immediately.
X	No glass containers are permitted in the park.
X	No vehicles may be driven or parked on the grass. The park bike paths may be used to bring equipment, tents, and staging into and out of the park. Vehicles must be removed promptly after unloading/loading, and shall not remain in the park for extended periods of time.
X	No permanent marking of the parking lots, paths, sidewalks or streets is allowed. Chalk may be used, but not spray paint, spray chalk, or stickers.
X	Organizer is responsible for all cleanup after event. If city resources are required for cleanup, the organizer will be billed for those costs.
X	If you require assistance or experience any unforeseen issues during your event, please contact the Park Rangers at (608) 235-0448.