

STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event School Shows at Overture Application for 2017 Permit

Event Organizer/Sponsor Overture Center for the Arts

Is Organizer/Sponsor a 501(c)3 non-profit agency?

☒ Yes ☐ No

If Yes, provide State of Wisconsin Tax Exempt Number 045764

Address 201 State St.

City/State/Zip Madison, WI 53703

Primary Contact RICHARD BERTRANG

FAX N/A

Work Phone (608) 258-4146

Phone During Event _____

E-mail rbertrang@overturecenter.com

Website _____

Secondary Contact Command Center

Work Phone 258-4972

Phone During Event (608) 258-4972

E-mail _____

Annual Event?

☐ Yes ☒ No

Charitable Event?

☐ Yes ☒ No

If Yes, name of charity to receive donations: _____

Estimated Attendance 2200 to 500 inside Overture (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 School Theater Shows

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: 100 block Fairchild, 200 & 300 block West Madison,

100 & 0 block's Henry St, 300 block West Washington, 100 block Brown St,

EVENT DATE(S)/SCHEDULE 100 block Brown St, 300 block West Dayton, 300 BIK West Johnson

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

Rain Date(s) N/A Events are inside

Event Start Date(s)/Time(s) See attached specific dates

Set-Up Date(s)/Time for Event Street not closed - MPD

Event End Date(s)/Time(s) See Attached Specific dates

Take-Down Time Street not closed Police Traffic

Take-Down Time: start to streets reopened Central

APPLICATION SIGNATURE

_____/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, statutes and laws.

Signature Richard Bertrang

Date 12/27/16

STREET USE PERMIT APPLICATION CHECKLIST

STREET USE PERMIT APPLICATION CHECKLIST

Application for 2017 permit

Please check below to indicate that you have attached the following, as applicable, to the completed application:

- ☒ Complete Event Schedule
- ☒ Event Site Map *see attached w/ meter bags*
- ☒ Route Map
- ☒ Safety and Security Plan *Overture & MPD working*
- ☒ Notification Schedule

Indicate here the date(s) the alder, businesses and residents will be notified of the event.

N/A Events are inside Overture

- ☒ Yes, I have attached a copy of the notification flyer, letter or poster.
- ☒ Certificate of Insurance (if required by City Risk Manager)
- ☒ Recycling Plan *Events inside Overture*
- ☒ Application fee of \$50 for one-time/one-day events, \$100 for one-time/two plus day events and \$150 for serial events - made payable to 'City Treasurer.'

Receipt #

STREET USE EVENT PERMITS

Applications included in this packet and at www.cityofmadison.com/parks

- ☒ Amplification Permit
- ☒ Beer/Alcohol Selling Permit
- ☒ Street Use Event Vending License

ADDITIONAL PERMIT REQUIREMENTS

Event Organizers are responsible for obtaining all permits that the City of Madison requires for Community events. You must include all pertinent information before this application will be reviewed by staff. Please indicate which permits you are required to have for your planned event and the date you applied for the permits.

- ☒ **Temporary Restaurant Permit** - required if food or beverages, other than prepackaged items, will be sold or served at an event. A permit application is available online at <http://www.publichealthmdc.com/environmental/food/documents/TempRestApp.pdf> or you may pick up an application at the City Clerk's Office, at 210 MLK Blvd, Room 103, (608) 266-4601.

Date Temporary Restaurant Permit Application Submitted _____

- ☒ **Parade Permit** - may be required of a run, walk or bike ride event. From Traffic Engineering & the Police Department, <https://www.cityofmadison.com/transportation/forms/paradePermit.cfm>

Date Parade Permit Application Submitted _____

- ☒ **Temporary Class "B" Retailers License** - required if your event will be selling beer/alcohol. You may pick up an application at the City Clerk's Office, at 210 MLK Blvd, Room 103, (608) 266-4601, www.cityofmadison.com/clerk.

Date Class "B" Permit Application Submitted _____

Show Name	Date	Day of the Week	Time(s)	Event ID	Class #	Class	Venue
OnStage: CITIZEN: Reggie Wilson/Fist & Heel	1/11/17	Wed	10:00 AM	16934	121100	OnStage	CT
OnStage: Brown Bear, Brown Bear	1/13/17	Fri	10 AM & 12:30 PM	16189	121100	OnStage	CT
OnStage: UW Varsity Band	2/9/17 & 2/10/17	Thu & Fri	10 AM both days	16546	121100	OnStage	OH
OnStage: Elephant & Piggie	2/20/17	Mon	10 AM & 12:30 PM	16531	121100	OnStage	CT
OnStage: Everybody's Hero: The Jackie Robinson Story	2/22/17	Wed	10 AM & 12:30 PM	16516	121100	OnStage	CT
OnStage: Drumline Live	3/2/17	Thu	10 AM & 12:30 PM	16145	121100	OnStage	OH
OnStage: The Nile Project	3/6/17	Mon	10 AM & 12:30 PM	16810	121100	OnStage	CT
OnStage: Mufaro's Beautiful Daughters	3/27/17	Mon	10 AM & 12:30 PM	16520	121100	OnStage	CT
OnStage: Lula Del Ray	3/31/17	Fri	11:00 AM	16691	121100	OnStage	CT
OnStage: The Man Who Planted Trees	3/31/17	Fri	10 AM & 12:30 PM	16634	121100	OnStage	PH
OnStage: Erth's Dinosaur Zoo Live	4/3/17	Mon	10 AM & 12:30 PM	16598	121100	OnStage	CT
OnStage: The Mayhem Poets	4/25/17	Tue	10 AM & 12:30 PM	16698	121100	OnStage	CT
OnStage: Nat Geo: Among Giants	5/3/17	Wed	11:00 AM	16655	121100	OnStage	CT

Meter Bag Map

1-Jan-14

OVI

CAP

PHSE

OTHER

100

2485 2484 2483 2482 2481

Fairchild

2480 2479 2478 2477 2476

1635 1636 1637 1638 1639 1640

1628 1629 1630 1631 1632 1633 1634

Library

200

Overture

MMoCA

Parking Ramp
Entrance

1778 1777 1776

N.P. 7-11AM

Henry Street

sign 1807 1806 1805 1804 1803 1802 1801

Courthouse

Parking Ramp

606

Dorns

Cap.
Foods

501 N.P. 7-11AM

1946 1945 1944 1943 1942 1941 1940 1939 (H)

Broom Street

105 V

2060
sign

West
Johnson

300

West
Dayton

300

West
Mifflin St.

300

West
Wash.

300

1774 1773 1772 1771 1770 1769 1768 1767 1766 1765

1642 1643 1644 1645

1646 No Parking 3:30-5:30
Phone Co. driveway

1647 No Parking 3:30-5:30
Apartment driveway

1648 1649 1650 1651 1652 1653 1654 1655 1656 1657 1658 1659 1660

1594 1595 1596 1597 1598 1599 1600 1601 1602 1603 1604 1605 1606

2800