

7/6/16

## STREET USE PERMIT APPLICATION

### EVENT INFORMATION

Name of Event: Capital City 5K for Organ. Tissue & Eye Donation  
Event Organizer/Sponsor: National Kidney Foundation of Wisconsin  
Is Organizer/Sponsor a 501(c)3 non-profit agency? Yes-XX No  
**MANDATORY: State Sales Tax Exemption Number:** ES#: 008763  
**OPTIONAL: Federal Tax Exempt Number:** \_\_\_\_\_  
Address: 10909 W. Greenfield Ave., Suite 201  
City/State/Zip: West Allis, WI 53214  
Primary Contact: Krista Flanagan Work Phone: 608-712-2769  
Email: krista@targetdestination.com Phone During Event: 608-712-2769  
Website: www.KidneyWI.org FAX: \_\_\_\_\_  
Secondary Contact: Tim Hyland Work Phone: 608-220-7715  
Email: tim@nextlevel-sports.com Phone During Event: 608-220-7715  
Annual Event? Yes-XX No  
Charitable Event? Yes-XX No  
If Yes, Name of charity to receive donations: National Kidney Foundation of Wisconsin  
Estimated Attendance: 1,000 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)  
Public Amplification? (not allowed after 11 p.m.): Yes No  
Hours: 6:00 p.m. to 8:30 p.m.

### EVENT CATEGORY

Run/Walk—XX Music/Concert Festival Rally Parking (i.e., bagging meters)  
Other: \_\_\_\_\_

### LOCATION REQUESTED

Capitol Square (note specific blocks below) Other (specific blocks/streets requested below)  
Street Names and Block Numbers: Corner of King and Main Streets is the start line area. The 5K then heads down King to Wilson then across Blair/Williamson/John Nolen to the Bike Path. Bike path along Lake Monona to Olin Park. Short out and back on Olin Turville Court before following Wingra Creek underpass beneath John Nolen to Goodman Pool.

### EVENT DATE(S)/SCHEDULE

Date(s) of Event: Saturday, July 29, 2017 Event Start and End Times: 6:30 p.m. / 8:00 p.m.  
Rain Date (if any): none Set-Up Start Time: Noon at Goodman Pool Park  
Take-Down Start Time and End Times: 6:45 - 7:30 p.m.  
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-X  
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 7/27/2017

*Eynthia A. Huber*  
Chief Executive Officer

## STREET EVENT SCHEDULE

- The schedule begins when event setup starts, including setup on sidewalks, terraces or parking, and ends when the street is re-opened for normal use.
- The schedule should encompass all activities planned for the event, such as:
  - » Vending: food, beverages and/or merchandise
  - » Music/Performances
  - » Displays, Exhibits, Demonstrations
  - » A moving event such as a rally, parade, etc.

### ***Provide Detailed Event Schedule:***

#### Event Schedule:

Saturday, July 29, 2017

Noon – 4:30pm	Set up at Goodman Park
4:30 - 6:15pm	Packet Pickup and Onsite Registration at Goodman Park
6:00pm - 6:30pm	Announcements start; Marshal participants to start line
6:30pm	Run/Walk begins at Capitol Square (top of King Street)
7:00 – 9:00pm	Finish Line and Pool Party at Goodman Pool
8:30 - 9:00pm	Tear down at Goodman Park

## STREET EVENT SITE MAP

To ensure proper review of the event, please attach a Street Event Site Map and a detailed route map (if applicable). Include the following location information if application to your event:

- Tents
- Stages
- Fencing
- Vendors
- Portable Toilets
- Dumpsters
- Staging Areas

Remember to include:

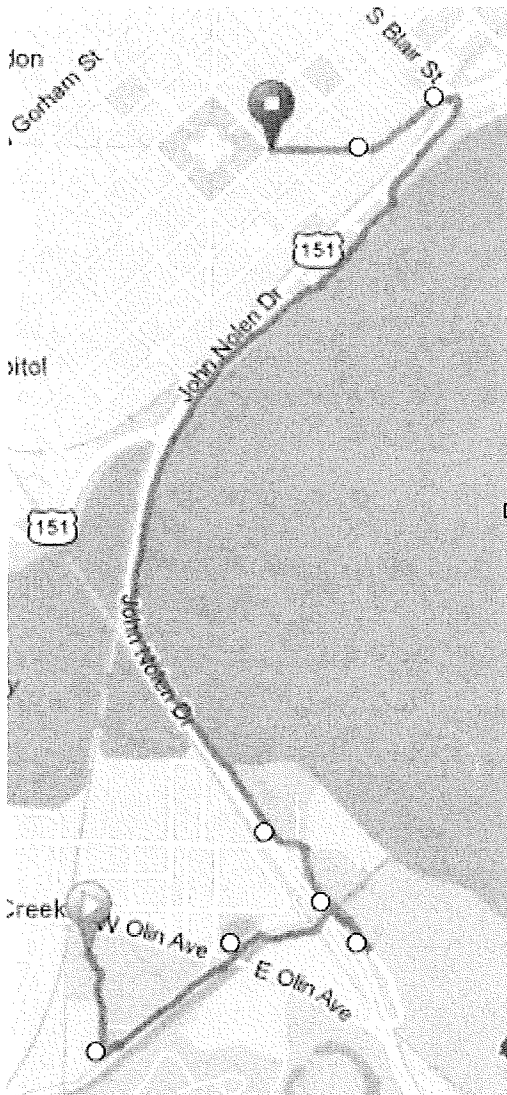
- Emergency vehicle access lanes (minimum of 20').
- Accessible paths for wheelchairs as well as disabled parking spaces.

### EVENTS INCLUDING A RUN, WALK OR PARADE

If an event has a run/walk/parade component and/or alcohol will be served or sold, the Street Use Permit Applicant must contact the Madison Police Department to discuss possible Police requirements for the event. Contact Lt. Trevor Knight, [tknight@cityofmadison.com](mailto:tknight@cityofmadison.com).

A detailed route map is required if the street closure is for a run, walk, parade or other moving activity.

***Provide Detailed Event Site Map:***



The route begins with a start at the top of King Street on the Capitol Square. Participants will be marshaled according to pace (fast runners, slower runners, fast walkers, slower walkers). Participants will head down King Street to Wilson then across Blair/Williamson/John Nolen to the Bike Path. Participants will follow the bike path along Lake Monona out to Olin Park. They will then do a short out and back on Olin Turville Count before following the Wingra Creek underpass beneath John Nolen to Goodman Pool.