

STREET USE PERMIT APPLICATION

EVENT INFORMATION

Name of Event: Jazz at Five

Event Organizer/Sponsor: Jazz at Five Inc.

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

☒ Yes

☐ No

MANDATORY: State Sales Tax Exemption Number: ES#: 050789

OPTIONAL: Federal Tax Exempt Number: _____

Address: 2364 Jackson St #304

City/State/Zip: Stoughton, Wis

Primary Contact: Ken Johnson

Work Phone: Personal phone: 608-770-4542

Email: eventdirector@jazzatfive.org

Phone During Event: NONE

Website: www.jazzatfive.org

FAX: NONE

Secondary Contact: Charlie Giese

Work Phone: 715-572-8368

Email: producer@jazzatfive.org

Phone During Event: 715-572-8368

Annual Event?

☒ Yes

☐ No

Charitable Event?

☐ Yes

☒ No

If Yes, Name of charity to receive donations: _____

Estimated Attendance: 3,000 per night (5 nights) (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification? (not allowed after 11 p.m.):

☒ Yes

☐ No

Hours: 4pm to 8pm

EVENT CATEGORY

☐ Run/Walk

☒ Music/Concert

☐ Festival

☐ Rally

☐ Parking (i.e., bagging meters)

☐ Other: _____

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: 100th Block of State, need to block off East Mifflin from Wisconsin Ave to Carroll Street + West Washington to the East Mifflin Street. Same as last year.

EVENT DATE(S)/SCHEDULE

Date(s) of Event: 8/9/16, 8/16/16, 8/23/16, 8/30/16, 9/6/16 Event Start and End Times: 4pm-8pm

Rain Date (if any): NONE, event moved in case of rain

Set-Up Start Time: 12pm

Take-Down Start Time and End Times: 8:00-8:45pm

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

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: _____

May 23, 2017

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.

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

- A helpful online resource for route mapping is [Map My Run](#).

Provide Detailed Event Site Map:

Please see attached

The event is held on 100th Block of State Street. All food carts, tents, and performers will be on the 100th Block of State Street or at the corner of Carroll and Mifflin Streets

Like last year Jazz at Five again would like to close from Wisconsin Avenue to the corner of Carroll Street/Mifflin Street and East Washington to the corner of Mifflin Street/Carroll Street to allow the audience to walk across the street to use the Capitol Lawn for seating. Jazz again has applied for a Capital lawn permit.

