



Park Event Application

GENERAL INFORMATION

play
**MADISON
PARKS**

Are you applying for a NEW park event?

☒ Yes

☐ No

Are you applying for a returning park event with significant changes?

☐ Yes

☒ No

EVENT INFORMATION

Name of Event: Bridal Brunch

Park Requested: _____

Estimated Attendance: 200

Type of Event (run/walk, fundraiser, festival, etc): Bridal Brunch w/ Gotham Bagels

EVENT ORGANIZER/SPONSOR INFORMATION

Name of Organization: _____

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

☐ Yes

☒ No

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

Primary Contact: Helan Pesis

Work Phone: 952-593-5602

Address: 116600 GRAYS BAY Blvd

Phone During Event: 612-366-4481

Email: HELAN@me.com

Organization or Event Website: _____

EVENT SCHEDULE

Date(s) of Event: July 2

Event Start and End Times: 9:30-11:30

Rain Date (if any): —

Set-Up/Take-Down Start/End Times: 8:30/12:30

Does this require time in the park the day before your event?

☐ Yes

☒ No

If Yes, provide details of times and area requested: _____

PERMITS

Will you have amplified sound at this event?

☐ Yes

☒ No

If yes, please fill out an Amplification Permit Application (page 13)

Will have any temporary structures such as tents, stages, inflatables?

☐ Yes

☒ No

If yes, please fill out a Temporary Structure Permit Application (page 14)

Note that permits are not required for 10' x 10' pop-up tents

Will you sell anything event?

☐ Yes

☒ No

If yes, please fill out a Vending Permit Application (page 15)

Will you serve any food at this event?

☒ Yes

☐ No

If yes, what will be served: Gotham Bagels +

Will you sell alcohol (beer/wine) at the event?

☐ Yes

☒ No

If yes, please fill out an Alcohol (Beer/Wine) Sale Permit Application (page 15)

APPLICATION SIGNATURE

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 ISSUED.

The organization or person to which a permit is issued will be responsible for the conduct of the event, the condition of the permitted area, and actual fees for services provided. Falsification of information on the application will result in forfeiture of up to \$200 per falsified item.

Applicant Signature: [Signature]

Date: 4/10/18



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SITE MAP

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Please attach a site map. Also attach a route plan (if applicable).

- Site map should include, but is not limited to, the following:
 - Accessible paths for wheelchairs
 - Disabled parking
 - Dumpsters
 - Exit location for fenced outdoor events
 - Event Perimeter
 - Fencing
 - Garbage and recycling receptacles
 - Placement of vehicles
 - Portable toilets
 - Signage
 - Stages
 - Temporary Structures
 - Vendors

thank you -

- If the event includes a run/walk component on City streets, the approval of the Parks Division for the use of the park **does not imply approval of the proposed route**. Routes need to be approved with a [Parade Permit](#).

What impact do you anticipate your event will have on the residents/businesses in the areas surrounding the park? Consider things such as noise, parking, traffic, etc. What plans do you have to minimize these impacts?

I do not anticipate Any impact in regard to noise. We are HAPPY to make ANY necessary adaptations to minimize impact identified

Provide Detailed Event Site Map (feel free to provide this map as a separate attachment):

