

### STREET USE APPLICATION

Event: Homecoming PARADE  
 Sponsored by: MENASHA High School  
 Responsible Person: BRIAN MATZ  
 Address: 420 7<sup>TH</sup> ST.  
MENASHA, WI  
 Phone: 967-1808  
 Email Address: MATZBE@JSD.K12.WI.US  
 Street Route: (Attach Map) (SEE ATTACHED)  
 Description of Use

SEPT. 30

Street Use Date: ~~08-15~~  
 Start Time: 5:30  
 End Time: 6:15  
 Number of Units: 20

Liability insurance has been secured in the amount of \$ 5,000,000 with the City of Menasha named as the additional insured. This is primary insurance.  
 Insurance Company: Community Insurance Corporation Policy No. 5GL2221311  
(Attached is a copy of the certificate of insurance)

Date: 8/9/11 Applicant's Signature: [Signature]

*Permit # 18426*

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of Twenty-Five Dollars (\$25.00). Make checks payable to City of Menasha. See highlighted portion of the attached City of Menasha Municipal Code.

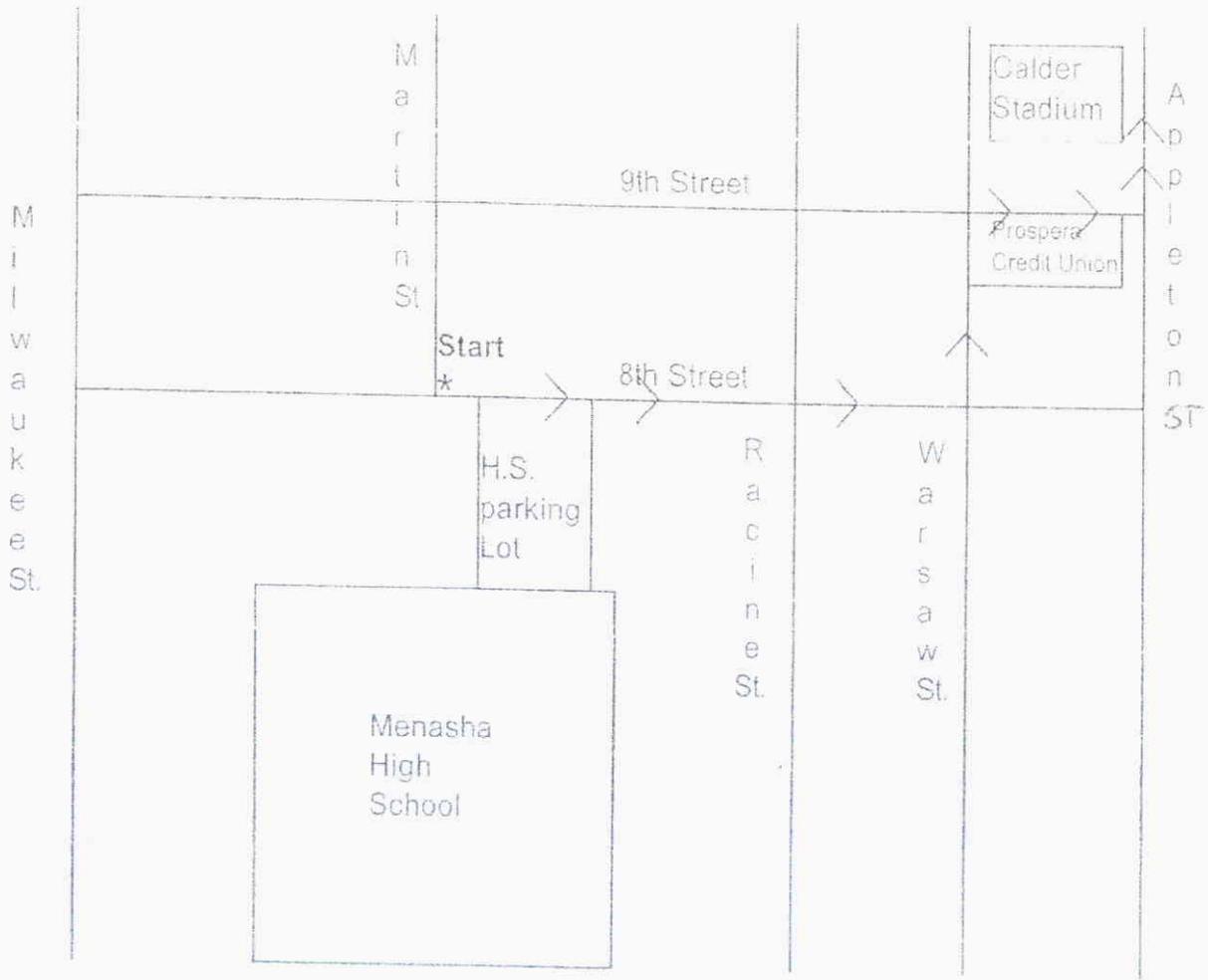
**Note to events planning to use City Parks and/or greenspace:** Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

-----  
 TO BE COMPLETED BY CITY STAFF (Revised May 2010)

Scheduled Park & Recreation Board Review Date: \_\_\_\_\_  
 Not Required:  Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Scheduled Common Council Review Date: 9-19-11  
 Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

APPROVAL:  
 Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney [Signature]



**HOMECOMING PARADE DIRECTIONS**  
**PARADE STARTS AT 5:30 P.M.**

- \*Start at the corner of Martin St. and 8th St. (By the H.S. Parking Lot).
- \*Cross over Racine St.
- \*Turn left on Warsaw St.
- \*Turn right on 9th St. (By Prospera Credit Union)
- \*Turn left on Appleton St.
- \*This road leads into Calder Stadium.

\* Please put "No Parking" signs on Appleton Road from 9th Street to Calder Stadium. To be picked up by Maintenance (Menasha) after parade and delivered to City garage on Monday, ~~Oct. 2nd~~ ~~SEP~~ OCT. 3<sup>RD</sup>

# CERTIFICATE OF INSURANCE

ISSUE DATE: 7/1/2011

AEGIS CORPORATION  
18550 W. CAPITOL DRIVE  
BROOKFIELD, WISCONSIN 53045  
TEL: (800) 391-1116  
FAX: (262) 783-6091

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURED:**  
Menasha Joint School District  
P.O. Box 360  
328 Sixth Street  
Menasha, WI 54952

## COMPANIES AFFORDING COVERAGE

COMPANY  
LETTER A

COMMUNITY INSURANCE CORPORATION

### COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OF OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO. LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS
A	LIABILITY  GENERAL LIABILITY SCHOOL BOARD E&O AUTOMOBILE LIABILITY ALL OWNED AUTOS HIRED & NON-OWNED AUTOS UNINSURED MOTORISTS	SGL2221311	7/1/2011	7/1/2012	\$5,000,000 EACH OCCURRENCE

### DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEM

Certificate Holder is named as an Additional Insured with regard only to the Homecoming Parade on 9/30/11.

### CERTIFICATE HOLDER:

City of Menasha  
140 Main Street  
Menasha, WI 54952

### AUTHORIZED REPRESENTATIVE

*Lori Heacox*

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

COMMUNITY INSURANCE CORPORATION

ADDITIONAL INSURED ENDORSEMENT

Short Term Event

This endorsement changes the policy effective on the date indicated below.

Policy Number: <b>SGL22213-11</b>	Endorsement Number: <b>2</b>
Endorsement Effective: <b>7/1/2011</b>	Policy Period: <b>7/1/2011 - 7/1/2012</b>
Named Insured: <b>Menasha Joint School District</b>	Countersigned By: <i>Karen Flynn</i> <b>7/12/2011</b>

(Authorized Representative)

(Date)

CHANGES:

IN CONSIDERATION OF AN ADDITIONAL PREMIUM CHARGE OF \$25.00, THE FOLLOWING IS HEREBY ADDED AS AN ADDITIONAL INSURED ONLY WITH REGARD TO THE SHORT TERM EVENT STATED BELOW:

DATE OF EVENT: **9/30/11**

EVENT: ***the Homecoming Parade***

✓ ADDITIONAL INSURED:

***City of Menasha  
140 Main Street  
Menasha, WI 54952***