



### STREET USE APPLICATION

Event: Parade of Lights - Communityfest

Sponsored by: Cities of Neenah, Menasha & Communityfest Committee

Responsible Person: Brian Tengel

Address: 140 Main St.

Menasha, WI 54952

Phone: 920-967-3641

Email Address: btengel@ci.menasha.wi.us

Street Route: (Attach Map) Starts in Neenah, north on Washington St. to Main St.

Description of Use East on Main to Milwaukee St. North on Milwaukee to First St. East on First - disbands around library.

Street Use Date:	<u>JULY 3</u>
Start Time:	<u>9:15 pm</u>
End Time:	<u>10:15 pm</u>
Number of Units:	<u>30+</u>
(Parades)	

Liability Insurance has been secured in the amount of \$ NA with the City of Menasha named as the additional insured. This is primary insurance.

Insurance Company NA Policy No. CIVMC  
 (Attached is a copy of the certificate of insurance and endorsement, each naming the City of Menasha as additional insured).

Date: 5-16-12 Applicant's Signature: Brian Tengel

**Permit Fee:** Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25. Please make checks payable to City of Menasha in the amount of \$50.00.

**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 January 16, 2012)

Scheduled Park & Recreation Board Review Date: \_\_\_\_\_

Not Required:  Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Scheduled Common Council Review Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

APPROVAL:

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

140 Main Street • Menasha, Wisconsin 54952-3151 • Phone (920) 967-3610 • Fax (920) 967-5272  
 www.cityofmenasha-wi.gov