Form B

Menasha

STREET USE APPLICATION

Event: Hometown Halloween

Sponsored by: City of Menasha FFM

Responsible Person: Stephanie Stoeslick

Address: 140 Main Street
Menasha WI 54952

Street Use Date: Oct. 27, 2016
Start Time: 3:00 pm
End Time: 7:00 pm
Number of Units: _____
(Parades)

Email Address: sceslock@ci.menasha.ci.us Phone: (920) 967-3608

Street Route: Milwaukee + Main around Curtis Reed Square
Description of Use (attach map) Chute St (From C. Hall pkg lot) to Main St.

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

Insurance Company CVMIC Policy No. _____
(Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured).

Date: 9-2-16 Applicant's Signature: [signature]

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.

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 April 3, 2015)

Scheduled Park & Recreation Board Review Date: _____

Not Required: ✓ Approved: _____ Denied: _____

Scheduled Common Council Review Date: _____

Approved: _____ Denied: _____

APPROVAL:

Police Dept. TS per email Fire Dept. VG verbal Public Works Dept. [initials] City Attorney [initials]

Hometown Halloween
Street Closures

Street Closure Areas

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