

CITY OF WEYAUWEGA STREET USE PERMIT APPLICATION

NAME OF ORGANIZATION _____

MAIN CONTACT _____ PHONE NUMBER _____

ADDRESS _____

DATE OF EVENT (WITH EXACT START & END TIMES) _____

DESCRIPTION OF EVENT _____

CONTACT FOR SET-UP _____ PHONE NUMBER _____

CONTACT FOR CLEAN-UP _____ PHONE NUMBER _____

ACCURATE DESCRIPTION OF STREET(S) TO BE USED FOR EVENT _____

DETAILED DESCRIPTION OF USE FOR WHICH STREET PERMIT IS REQUESTED _____

FORM MUST BE TURNED IN FOR APPROVAL BY COMMON COUNCIL (MEETINGS HELD ON THE 3RD MONDAY OF THE MONTH).

Event organizer must request from Administrator at City Hall at least 72 hours in advance:

- Permission for assistance from City crews. (see reverse side)
- Barricades to be used for closing street(s); placement of barricades is the responsibility of the organization making the request.

A **minimum** of 12 garbage cans must be placed on the closed streets. Garbage cans are available through the fairgrounds but must be emptied prior to return.

Tables are available for use from the City Park; tables **MUST** be returned immediately after the event.

Organization will be responsible for set-up and clean-up; clean-up must be completed within 12 hours of event or by start of business week.

Certificate of Comprehensive General Liability Insurance (attach copy)

Request Waiver Sec. 300-23 Outside Consumption of Alcoholic Beverages Yes () No ()

List activities requested of City crews _____

Permit Fee - \$25.00

Date Paid _____

City Administrator

Event Contact Person

Date