



July 24, 2019

City of Appleton  
Kami Lynch, City Clerk  
100 N. Appleton Street  
Appleton, WI 54911

Re: Request to extend Summer Concert Series

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Please accept this letter of request to amend our Heid Music Summer Concert Series Special Event and Class "B" permits to extend through Thursday, September 5, 2019.

Due to inclement weather causing us to have to cancel on Thursday, June 27 with one of our more popular bands, we would like to try to recoup some of the expenses incurred on that evening.

We will also be reaching out to the following:

City of Appleton, Health Department – regarding an extension on the noise variance  
City of Appleton, Park and Rec – reservation of Houdini Plaza

If approved, we will bring the necessary additional fees for the Class B license, to acknowledge the additional payment date of September 5.

Thank you,

A handwritten signature in black ink that reads "Djuanna Hugdahl". The signature is fluid and cursive, with the first name being the most prominent.

Djuanna Hugdahl  
Event Coordinator  
Appleton Downtown Inc.  
[djuanna@appletondowntown.org](mailto:djuanna@appletondowntown.org)  
(920) 749-4211 (Direct Line)



"meeting community needs  
...enhancing quality of life"

**FEES ARE NON-REFUNDABLE**  
License Fee - \$10.00 per event  
Investigation Fee + 7.00  
Total Amount Paid 137-  
Date Rec'd 3/1/19  
Acct. 11030, 6322  
Acct. 100, 2359  
Receipt 5330

\*Concerts\*  
2-28-19  
CK# 17207

Application for Special Class "B" License to Sell Fermented Malt Beverages at Picnics or Gatherings

The named organization applies for:

A temporary Class "B" license to sell FERMENTED MALT BEVERAGES at picnics or similar gathering under s. 125.26(6) Wis. Stats.  
 A temporary Class "B" license to sell WINE at picnics or similar gathering under s. 125.51(30) Wis. Stats. (Limit 2 permits in a 12 month period)

**SECTION 1 - ORGANIZATION INFORMATION - Answer all questions completely. Please PRINT clearly**

Name of Organization (Boys' Life club, lodge or society, veteran's organization or fair association) Date Organized  
 Appleton Downtown Inv. 7.2.93

Address 333 W. College Ave., Ste 100 City Appleton State WI Zip 54911

Person in Charge of Event: Name: Last Stephen First Jennifer Middle Initial L State of Birth WI

Address ADI - 333 W. College, Ste 100 City Appleton State WI Zip 54911

President Last Peterson First John Middle Initial C. Male Female  
 Address 200 E. College Ave. City Appleton State WI Zip 54911

Vice President Last Johnson First Deb Middle Initial A. Male Female  
 Address 300 W. College Ave. City Appleton State WI Zip 54911

Secretary Last Magee First Lynn Middle Initial S. Male Female  
 Address 101 E. Water St. City Appleton State WI Zip 54911

Treasurer Last Vargasko First Lavin Middle Initial E. Male Female  
 Address 200 E. Washington St. City Appleton State WI Zip 54911

**SECTION 2 - EVENT INFORMATION SECTION**

Date(s) of Event: Beginning 5/30/19 Ending 8/29/19 Hours 5:30 AM (M) 9:30 AM (PM) (13 wks)

Please describe the type of event you are going to have:  
 Summer music concert series

Do you plan to serve food at this event? No  Yes  If yes, contact the Appleton Health Department, (920.832.6429)

Location where beer or wine will be sold:  
 Howard Plaza

Address Appleton & College City Appleton State WI Zip 54911

Are you requesting an "open concept" license? No  Yes  Will minors be present? No  Yes

Describe actual location and dimensions of area to be licensed - Be precise! Full use of park area. If yes, how will you prevent minors from obtaining alcoholic beverages? Wristband required w/ ID, tickets with licensed bartenders.

**SECTION 3 - PENALTY SECTION**

This application must be on file in the Office of the City Clerk for at least ten (10) business days prior to granting the license.  
 If the event will last more than four (4) days, the application shall be filed 15 days prior to the granting of the license.  
 This organization also agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages if the license is granted. The officer(s) of the organization, individually and together, declare under penalty of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Signature of Officer: *[Signature]*

**FOR OFFICE USE ONLY**

Dept.	Approve	Deny	By	Reason
Police				
Fire	3-5		Patterson	
Health				
Inspection	3-5		Meissner	
S&L				
Council				

Date Issued Exp. Date License Number

11-01-09 Reasonable accommodations for persons with disabilities will be made upon request and if feasible.  
Return application to: City Clerk, 100 North Appleton Street, Appleton, WI 54911-4799

\*Note: No concert on July 4.