

90 by Today ~~212~~



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

License Fee (see chart)	\$ 607 (Acct. CLLSPE)	Date Rcvd:	4/3/23
		Receipt No.	4872-1
FEES ARE NON-REFUNDABLE			

SPECIAL EVENT APPLICATION FORM

Incomplete applications will not be accepted or will be returned to the applicant. Submitting an application does not guarantee the application will be approved – please speak to the City Clerk for more information. The application fee will be based on the date the City Clerk's Office receives the completed application. For more information please refer to the Special Event Policy or Manual.
PLEASE PRINT CLEARLY!

CO-
Sponsor

SECTION 1 – APPLICANT INFORMATION	
Information about the person applying to have a special event or applying on behalf of an organization	
Name: ^{First} William ^{Middle Initial} S ^{Last} Dorman Jeremy Scholz	Date of Birth: 10/23/1994
Address: 620 W. Prospect Ave Appleton, WI 54914	
Phone Number: 920-228-2167 920-228-2167	Email Address: nestproductions2021@gmail.com

SECTION 2 – ORGANIZATION INFORMATION	
Information about the organization having the special event, if applicable	
Organization's Name: Smash fest - Nest Productions LLC	NON-Profit Molans Safe House
Organization's Address: 620 W. Prospect Ave Appleton, WI 54914	
Organization's Phone Number: 920-228-2167	Organization's Email/Website: nestproductions2021@gmail.com
Applicant's Relationship to Organization: Owner - CEO.	

SECTION 3 – EVENT INFORMATION	
Name of Event: SMASH FEST	
Event Location: Jones Park Appleton, WI	
Event Date (list each date if it's a multi-day event): June 15, 16, 17, 18	
Event Set Up Time: TBD 3/4 hrs before	Event Start Time: 5:30 PM Event End Time: 11 PM 11 PM 6 PM
Head of Security's Name and Phone Number: William S. Dorman 920-228-2167	
Total Anticipated Attendance (Participants/Attendees): 1,000 per Day	
Event information (purpose, activity, who can participate, whether the event has occurred before, etc.): non-profit fundraiser festival to help families in hospital care, food, transportation, lodging, toys and clothing.	

SECTION 4 – APPLICANT CHECKLIST

The applicant is responsible for contacting all necessary City departments and for obtaining all necessary reservations, permits, licenses and variances

HEALTH DEPARTMENT-- (920) 832- 6429

- 1. Will food be prepared and/or served at the event?
2. Will there be a band or amplified music/noise?
3. Will there be portable restrooms?

FIRE DEPARTMENT-- (920) 832-5810

- 1. Will the event be held indoors?
2. Will a tent or any other temporary structure be erected?
3. Will there be a tent larger than 200 square feet?
4. Will fireworks/pyrotechnic be used during the event?

DEPARTMENT OF PUBLIC WORKS – (920) 832-5580

- 1. Are you requesting street closure?
2. Did you include a detailed map/diagram of the event location and route (if applicable) with this application?
3. Are you requesting parking meters to be bagged?

PARKS, RECREATION & FACILITIES MANAGEMENT-- (920) 832-5905

- 1. If the event will be in a park have you reserved the park?
2. Will there be rides, dunk tanks and/or inflatables at the event?

POLICE DEPARTMENT – (920) 832-5500

- 1. Do you have a plan for medical emergencies that may occur during your event?
2. Is security needed for the event?
3. Are you requesting any special parking restrictions?

CITY CLERK'S OFFICE – (920) 832-6443

- 1. Will alcoholic beverages be served/sold at the event?
2. Do you owe money for past events?

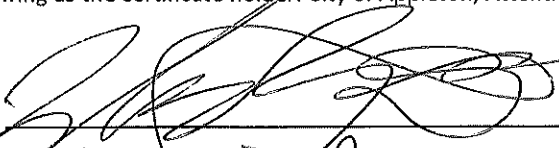
RISK MANAGEMENT – (920) 832-6300

- 1. Do you have the proper insurance for your event and have you provided your certificate of insurance to the City?

SECTION 5 – ADDITIONAL INSURED REQUIREMENT

For events that involve more than 250 people, if a street closure is requested or if structures are brought onto public premises; the event holder agrees to list the City of Appleton, and its officers, council members, agents, employees, and authorized volunteers as an additional insured on the event holder's general liability insurance policy. Certificates of insurance displaying this additional insured status must list the following as the certificate holder: City of Appleton, Attention: Risk Manager, 100 North Appleton Street, Appleton, WI 54911.

Signature of Applicant:



Date:

4-3-2023

Print Name:

William S. Bernauer

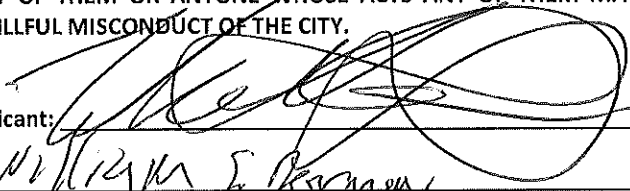
SECTION 6 – INDEMNIFICATION AND DISCLAIMER

Please read carefully before signing!

By signing below, I certify that I am at least 18 years of age, that I have read and understand the Special Event Policy, and that I agree to the terms and conditions contained in the Special Event Policy. My signature further confirms (i) that I understand the filing of this application does not ensure the issuance of a Special Event License, (ii) that the Special Event License Fee is non-refundable pursuant to the terms of the Special Event Policy, (iii) I will be responsible for ensuring the event and event participants comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations and any other applicable laws, rules and regulations including the Special Event Policy, (iv) that fees for park facilities, food sales permits, tent and fireworks permits, etc., are in addition to the Special Event License Fee, (v) that I am authorized to apply for this Special Event Licensed on behalf of the organization holding the event (if applicable), and (vi) that the information contained in this Application is true to the best of my knowledge. I understand that intentionally providing false or misleading information in this Application may lead to civil or criminal penalties.

INDEMNIFICATION: BY SIGNING BELOW I ACKNOWLEDGE THAT FOR GOOD AND VALUABLE CONSIDERATION, I, THE APPLICANT, ON BEHALF OF MYSELF AND THE ORGANIZATION, IF APPLICABLE, AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY OF APPLETON AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, DAMAGE, EXPENSES AND COSTS, INCLUDING ATTORNEY FEES, ARISING OUT OF THE ACTIVITIES PERFORMED AS DESCRIBED HEREIN, CAUSED IN WHOLE OR IN PART BY ANY NEGLIGENT ACT OR OMISSION OF THE APPLICANT/ORGANIZATION, ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY ANY OF THEM OR ANYONE WHOSE ACTS ANY OF THEM MAY BE LIABLE, EXCEPT WHERE CAUSED BY THE SOLE NEGLIGENCE OR WILLFUL MISCONDUCT OF THE CITY.

Signature of Applicant:



Date:

4-3-2023

Print Name:

William S. Bernauer

Submit completed application along with the total fee to:
Office of the City Clerk
100 N. Appleton Street
Appleton, WI 54911-4799

SECTION 5 – INDEMNIFICATION AND DISCLAIMER

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Signature of Applicant: _____

Date: 4-3-2023

Print Name: _____

William S. Dorman

Submit completed application along with the total fee to:

Office of the City Clerk
100 N. Appleton Street
Appleton, WI 54911-4799

- Ceo -
and
~~*[Signature]*~~
~~*[Signature]*~~

FOR OFFICE USE ONLY				
DEPARTMENT	APPROVE	DENY	BY	REASON (if denied)
Community & Economic Development				
Fire				
Health				
Human Resources (Risk Management)				
Legal (Clerk)				
Parks, Recreation and Facility Management				
Police				
Public Works				
Valley Transit				
License Issue Date: _____ License Number: _____				
If License Is Denied, Date Applicant was Informed and Provided Appeal Information: _____				

SINGLE DAY EVENT LICENSE FEE -- **Includes \$7 for a Police investigation fee**

NUMBER OF DAYS BEFORE THE EVENT	SMALL EVENTS ² Without Street Closure	SMALL EVENTS ² With Street Closure	LARGE EVENTS ³ Without Street Closure	LARGE EVENTS ³ With Street Closure	SIGNIFICANT EVENTS ⁴ Without Street Closure	SIGNIFICANT EVENTS ⁴ With Street Closure
90+ days	\$57	\$107	\$507	\$707	\$1,007	\$1,507
60-89 days	\$67	\$157	\$607	\$757	\$1,207	\$1,707
45-59 days	\$82	\$207	\$807	\$1,007	\$1,657	\$2,507
30-44 days	\$107	\$307	\$907	\$1,007 + Late Fee ¹	\$1,657 + Late Fee ¹	\$2,507 + Late Fee ¹
11-29 days	\$207	\$407	Application Not Accepted	Application Not Accepted	Application Not Accepted	Application Not Accepted
10 days	Application Not Accepted	Application Accepted	Application Not Accepted	Application Not Accepted	Application Not Accepted	Application Not Accepted
Late Fee ¹	N/A	N/A	N/A	\$800	\$800	\$1,500

¹ LATE FEE will be charged for late applications for Large and Significant Events that have been held for the last two consecutive years where nothing has changed, subject to the late fee and the application approval process. If the event has not been held the last two consecutive years or if there is a change to the event from the previous year the application will not be accepted.

² SMALL EVENT = Anticipated attendance of less than 1,000 people.

³ LARGE EVENT = Anticipated attendance of between 1,000 and 4,999 people.

⁴ SIGNIFICANT EVENT = Anticipated attendance of 5,000 people and over.