

CITY OF WAUWATOSA 7725 West North Avenue Wauwatosa, WI 53213 (414) 479-8917 www.wauwatosa.net

SPECIAL EVENT PERMIT APPLICATION Fee: \$150

PERMIT TO HOST A STREET FESTIVAL, RUN/WALK, PROTEST, OR PARADE

Organization Information	Name of the Organization: Ray's Growler Gallery Address: 8930 W. North Mr. Suite G. City, ST Zip: Waveatosa, WI S3226 Phone: 414-258-9821 Are you a 501(c)3 organization? OYes ONo Event Contact Person: Sara Law Phone: Email: Home Address:
Event Information	Name of Event: Ray-borhood BBQ Bash w Central Waters 2023 Date(s) of Event: Rays Parking (at Location of Event: Rays Parking (at Event set up time: 8:00 am Event tear down time: 6:00 pm Event Start Time: 12:00 pm Event End Time: 6:00 pm Website of Event: Rayswing. Vom Ovents
	Will your event take place in a residential neighborhood?
	You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, the direction of the route, including all turns and the number of traffic lanes to be used.
	*If you are using a City Park, you must reserve the park through the Parks Office prior to getting your special event permit approved by the Common Council, Call 414-471-8420 or email DPW@wauwatosa.net .
	Generally describe your event and its purpose: Ahnual end of summer beer festival with music and food vendors
	Estimated Number of Participants: 2 000 Spectators: Vendors:
Other Information	Run/Walk Routes and Fees: If event is a walk/run, choose a route. This includes police costs, barricades and up to 12 refuse or recycling containers to be placed at start/finish lines and may be moved for the event. Please note that route fees are the base price of the event and may include other fees, such as extra or special barriers for safety, extra work fees for involved city departments, extra permits or application fees, or other special circumstances.
	ORoute #1 ORoute #2 ORoute #3 ORoute #4 ORoute #5
	ORoute #6 ORoute #7 ORoute #8 ORoute #9 ORoute #10
	Will there be any alcohol served/sold at the event? If yes, liquor and bartender licenses are necessary under separate application.

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	Please list the number of City of Wauwatosa licensed bartenders that will be on site:	
	Will you be selling/serving food? If yes, you will need to contact the City of Wauwatosa Health Department for proper permits	ØYes ○No
	Will merchandise be sold at the event? If yes, please ensure that all vendors have their Wisconsin Seller's Permit available upon inspection.	ØYes ONo
	Will your event need electricity? If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.	OYes QNo
	Will you be setting up any lighting? If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.	OYes No
	Will your event require any fencing? If yes, please provide plans for the fencing location and the gates.	OYes \ No
	Does the event involve fireworks? If yes, you will need to obtain a <u>fireworks permit</u> under separate application.	OYes QNo
	Does the event involve amplified music?	ØYes ONo
	If yes, will the amplified music be a: OBand ODJ Other	
	Please list the number of security staff you will be providing for the event:	
Other Information (Cont'd)	Will you require street and/or intersection closures? If yes, the Police Department will determine the number of barricades, and the Department of Public Works will provide the costs and schedule of delivery and pickup.	⊗Yes ONo
	If yes, please list the streets and/or intersections to be closed. 89th St. between North and alley after steinker	Iners
	90th St between North and first residential of	lniveway
	Will you be erecting any tents, canopies or other temporary structure(s)? If yes, you will need to provide a plan for their proposed locations and the Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.	Yes ONo
	Will you be providing portable restrooms and wash stations?	ØYes ONo
	If yes, how many will you provide and where will they be located? Also how will solid waste	be disposed of?
	8 toilets, I wash station in parking lot, remared by rental con	waste a painty
	Will you provide parking for participants?	OYes ONo
	If yes, where will parking be available?	
	Street parking	

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	Will you provide a dumpster/clean-up services?	QYes ONo
	If yes, please describe your clean-up and refuse collection plan.	
	waste management dumpsters + collected	by then
Other Information (Cont'd)	What other assistance do you foresee needing from the City (personnel, materials, and/or equipment of the City (personnel, materials, and/or equipment of the City of Wauwatosa Special Events Manual as well as the City Special Events Ordinance?	ment)?
Insurance Requirements	TBD *Certificate of Insurance is required upon submittal of the application.	
Signature and Certification	I hereby certify that the above information is true and correct to the best of my knowledge. I failure to provide truthful, complete or correct information may lead to denial of this license. Signature:	
TBD	FOR OFFICE USE ONLY	
event and a parki	Checklist: omplete without the completed and signed application, \$150 application fee, COI, a mange plan. Incomplete applications will not be accepted or processed. d signed application	ap/sketch of the
	eck or credit card accepted. Please make check payable to the City of Wauwatosa.	A small
	fee applies to credit card payments.	
C-1	fee applies to credit card payments. h (parades/races should include start/end points).	
Site plan sketc	**	s.
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Site plan sketch Parking plan th Certificate of I Wauwatosa and If the tents wil	h (parades/races should include start/end points). That accommodates the number of estimated vehicles, please note how many vehicle insurance (must have a minimum liability of \$1 million per occurrence and name the its employees as an additional insured).	e City of

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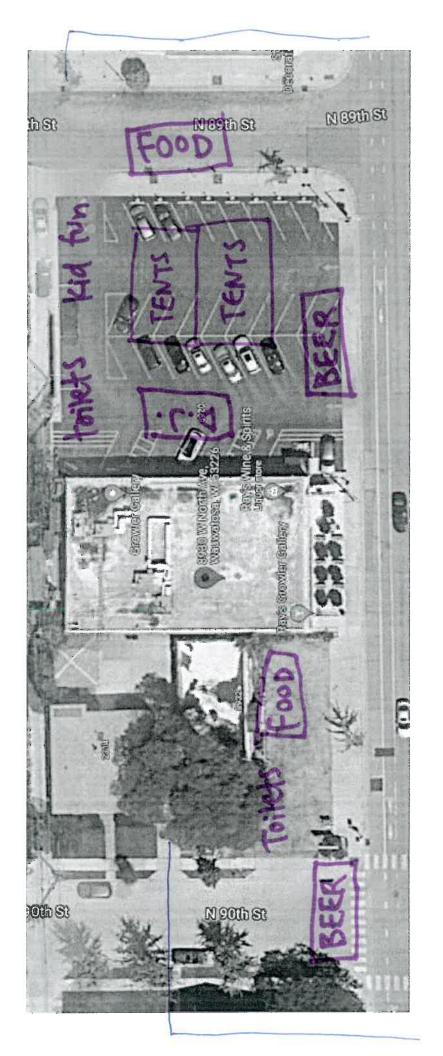
ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). CONTACT Lori Koeckenberg Robertson Ryan - Mequon 12308 North Corporate Parkway, Suite 600 Mequon, WI 53092 PHONE (A/C, No, Ext): (262) 478-3252 252 FAX (A/C, No): (262) 478-3260 E-MAIL ADDRESS: Ikoeckenberg@robertsonryan.com INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: WEST BEND MUTUAL INSURANCE COMPANY INSLIBED INSURER B : Ray's Growler Gallery LLC INSURER C: 8930 W North Avenue, Suite G INSURER D : Wauwatosa, WI 53226 INSURER E INSURER F: **COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:** THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. INSR LTR ADDL SUBR TYPE OF INSURANCE POLICY NUMBER LIMITS COMMERCIAL GENERAL LIABILITY 1.000.000 EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) CLAIMS-MADE X OCCUR 300.000 2132831 9/2/2022 9/2/2023 X 10,000 MED EXP (Any one person) 1.000.000 PERSONAL & ADV INJURY 2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: GENERAL AGGREGATE \$ PRO-JECT 2,000,000 POLICY PRODUCTS - COMP/OP AGG \$ OTHER COMBINED SINGLE LIMIT (Ea accident) **AUTOMOBILE LIABILITY** ANY AUTO BODILY INJURY (Per person) \$ OWNED AUTOS ONLY SCHEDULED AUTOS BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) HIRED AUTOS ONLY NON-OWNED AUTOS ONLY LIMBRELLA LIAR OCCUR EACH OCCURRENCE \$ EXCESS LIAR CLAIMS-MADE **AGGREGATE** DED RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY PER ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) E.L. EACH ACCIDENT N/A E.L. DISEASE - EA EMPLOYEE If yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Certificate Holder is Additional Insured. CERTIFICATE HOLDER CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. City of Wauwatosa & Its Employees 7725 W North Avenue Wauwatosa, WI 53213 AUTHORIZED REPRESENTATIVE





8930 W. North Ave., Suite G Wauwatosa, WI 53226 414-258-9821

May 17th, 2023

Request for Summer celebration and liquor license extension.

We kindly request permission to please have our annual celebration in our own parking lot on Sunday, August 6th, 2023 from 12-6pm, with food trucks and alcoholic and non-alcoholic beverages for purchase. Parking will be available on the street, and we will be encouraging walking and carpooling over via Uber/Lyft. We also have permission from John Mathie who owns the commercial properties across the street to use his two parking lots as well. There will be generous staffing; plenty of garbage cans to avoid littering, and multiple port-o-pottys. Attached is a diagram of our parking lot, and the layout of where the trucks, music and concessions will be set up. Thank you very much for your consideration.

Thank you, Sara

Sara Laev Marketing Director Ray's Wine and Spirits 8930 W. North Ave. Wauwatosa, WI 53226 414-258-9821