



Agenda Item No. 6
Date 02-22-2016

APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: Jan 5, 2016

Event Title or Type: Wedding Ceremony

Location of Event: Long Wharf

Date(s) of Event: July 11, 2016

Hours of Event: 1 hour

Organization/Corp. Name: _____

Signature of Holder of Event: Erica Butler / Shamtrice Dixon

Printed Name: Erica Butler Title: Bride

Address of Holder of Event: [Redacted] Cambridge Md, 21013

Business Telephone: _____ Residence Telephone: [Redacted]

Is Organization Non-Profit? Yes No Is there a charge for admission? Yes No

Is event to on City, State, or Private Property? City Name of Property Owner: Commissioner of Cambridge

Will Trash Barrels & Pick-up be provided: Yes No If outdoors, will toilet facilities be provided? Yes No

Is water available at event? Yes No

If yes, list source of water (i.e. fire hydrant, Great Marsh, Sailwinds, etc.): Long Wharf park

Will a tent be erected? Yes No (Include on plan)

Expected Attendance: 150-175 Venue Seating Capacity: _____

Is parking available: Yes No For how many vehicles? _____

Is staging or platform required? Yes No Amplification? Yes No

List types of musical instruments: _____

Are required approvals attached, e.g., State, County: Yes No N/A

Is a street closing being requested (attach map)? Yes No

If yes, indicate closure time (consider set up and breakdown time): 3:00-5:00pm

Will food be prepared on the premises? Yes No

If yes, is County Health Dept. Inspection Approval attached? Yes No

Will alcohol be served? Yes No

If yes, please attach a copy of the county liquor license
If no, please submit a copy after you receive it

Note from Odie Wheeler:

- That the tent (30X60ft.) be placed on the asphalt next to the curb closest to the grass area on the South Side of the parking lot (area of the Oyster Shack near the street), which is where she indicated she wanted to have it.
- The tent is to be secured with rain barrels, no spikes driven into the asphalt. She indicated that was no problem.
- The tent is to be installed on Friday, and removed within 2 hours after the event is over on Saturday or 7:00pm this was her intent anyway.

-FOR OFFICE USE ONLY-

City Manager Approved/Denied: _____ Date: _____

Special Conditions, if: _____

Police Detail Estimated Cost: \$ _____ DPW Personnel Estimated Cost: \$ _____

Cambridge Police Department: Approved: Denied: Signature: [Signature]

Rescue Fire Department: Approved: Denied: Signature: _____

Department of Public Works: Approved: Denied: Signature: Odie C. Wheeler