



APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: 6/29/2016

Event Title or Type: Fatherhood BFCU

Location of Event: Area at the corner of Cedar Street and Race Street

Date(s) of Event: August 18, 2016 L

Hours of Event: 4:00 - 7:00 pm

Organization/Corp. Name: Dorchester County Department of Social Services

Signature of Holder of Event: Nichollette Smith-Blegen

Printed Name: Nichollette Smith-Blegen Title: Director

Address of Holder of Event: 1027 Race St., P.O. Box 217, Cambridge, MD 21613

Business Telephone: (410) 901-4100 Residence Telephone: N/A

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: City 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.): Wash stations

Will a tent be erected?  Yes  No (Include on plan) in the ground/grass

Expected Attendance: 150 Venue Seating Capacity: 1,000

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

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

List types of musical instruments: DS

Are required approvals attached, e.g., State, County: Yes  No  will obtain

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

If yes, indicate closure time (consider set up and breakdown time): \_\_\_\_\_

Will food be prepared on the premises?  Yes  No

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

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

**ROAD RACE, WALK-A-THON, ETC.**

On Roadway Yes  No

On Sidewalk Yes  No

Will notification be made to residents along the route? Yes  No

Will temporary signs be posted? Yes  No

(Signs must be removed by the following business day, no paint is allowed on streets or sidewalks.)

SPECIFIC ROUTE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**-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: *[Signature]*



Dorchester County  
Department of Social Services



Nicholette Smith-Bligen, LICSW  
Director

627 Race Street  
P.O. Box 217  
Cambridge, Maryland  
21613

Telephone 1.410.901.4100  
Fax: 1.410.901.2705

June 17, 2016

Re: City Owned Property (Corner of Cedar St. and Race St.)

To Whom It May Concern:

The Dorchester County Department of Social Services will be hosting a BBQ as part of a series of activities related to the department's Fatherhood Initiative. On behalf of DCDSS, the planning committee requests the City's consideration to use the area at the corner of Cedar Street and Race Street as the location for the day's activities. This event will be held on Thursday, August 18, 2016 4:00 pm – 7:00 pm.

The purpose of this event is to provide family fun activities for Dad's and their children. We are requesting the hours 3:00pm-8:00pm, which includes set up and clean up time. In addition, we request the use of the electrical outlets for entertainment.

Thank you in advance for your consideration. If you have any further questions, please contact Clara Savage by phone 410-901-4197 or email at clara.savage1@Maryland.gov.

Sincerely,

Nicholette Smith-Bligen, Director