



Agenda Item No. 05  
Date 09-12-2016

**APPLICATION FOR A SPECIAL EVENT LICENSE**

Date of Application: August 18, 2016

Event Title or Type: Farmer's Market—Temporary Relocation Due to Ironman

Location of Event: City Parking Lot at Muir and Academy

Date(s) of Event: September 29, 2016 Hours of Event: 3-6pm (Set up at 1:00pm)

Organization/Corp. Name: Cambridge Main Street Farmer's Market

Signature of Holder of Event: \_\_\_\_\_

Printed Name: Thomas Hutchinson Title: President, Cambridge Main Street

Address of Holder of Event: 505 Poplar Street, Suite 300, Cambridge MD 21613

Business Telephone: 443-477-0843 Residence Telephone: \_\_\_\_\_

Email Address: president@cambridgemainstreet.com

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

Is event on City, State, or Private Property? City If private, name of owner: \_\_\_\_\_

Are you requesting the city to provide trash containers? Yes  No

Is water available at event? Yes  No

If yes, list source of water (i.e. fire hydrant, Great Marsh, Sailwinds, etc.): Hydrant, individual businesses

Will a tent be erected?  Yes No (Include on plan) - Small 10x10 tents, not a large tent

Expected Attendance: 150 Venue Seating Capacity: None

Is parking available:  Yes No For how many vehicles? 50

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

List types of musical instruments: Guitars, drums, microphones

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

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 Restaurants will provide prior to event.

Will alcohol be served?  Yes No

If yes, please attach a copy of the county liquor license. Tilghman Island Winery provides tastings. They have a license from the State of Maryland to provide tastings.

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: 

Rescue Fire Department: Approved:  Denied:  Signature: 

Department of Public Works: Approved:  Denied:  Signature: 