



Agenda Item No. 03

Date 10-24-2016

APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: 10/19/2016

Event Title or Type: Cambridge Dorchester Co. Christmas Parade

Location of Event: Downtown, Cambridge - High, Poplar & Race st.

Date(s) of Event: 12/3/16 Hours of Event: 4:00pm - 10:00pm

Organization/Corp. Name: CDCCP, Inc.

Signature of Holder of Event: [Signature]

Printed Name: Bruce McWilliams Title: Chairman

Address of Holder of Event: 5504 Mallard Ln. Cambridge MD 21613

Business Telephone: 443-521-1671 Residence Telephone: 410-228-5125

Email Address: cdccp@yahoo.com

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

Is event to 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

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

Expected Attendance: 3-5 K Venue Seating Capacity: N/A

Is parking available? Yes No For how many vehicles? City Capacity

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

List types of musical instruments: Bands

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): 4:00pm

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

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: See Attached

-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: 

DORCHESTER COUNTY CHRISTMAS PARADE

- > Saturday, December 3, 2016
- > Lineup along Hambrooks Blvd.
- > Must be lined-up at 4:15
- > Parade Starts at 5:00
- > Margaret Henry 410-310-2927

