



Agenda Item No. 05

Date 11-14-2016

APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: Nov 7th 2016

Event Title or Type: Second Saturday December

Location of Event: 500 Block Poplar St. & 400 Block Race

Date(s) of Event: Dec 10th 2016

Hours of Event: 4pm - 9pm

Organization/Corp. Name: Cambridge Main Street

Signature of Holder of Event: [Handwritten Signature]

Printed Name: Nathleen Clelandiel Title: Ex. Dir

Address of Holder of Event: 505 Poplar, Suite 300 21613

Business Telephone: 443 477 0843 Residence Telephone: 443 205 5364

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

Is event to on City, State, or Private Property? Yes Name of Property Owner: City Camb.

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 -city provide?

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

Will a tent be erected? Yes No (Include on plan) Pop up 10x10 / 12x12 on Street

Expected Attendance: 1000+ Venue Seating Capacity: _____

Is parking available: Yes No For how many vehicles? _____ - City Parking municipal lots

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

List types of musical instruments: guitar, drum, brass, wind

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

Is a street closing being requested (attach map)? Yes No (Event 5pm - 9pm)

If yes, indicate closure time (consider set up and breakdown time): 4pm close

Will food be prepared on the premises? Yes No 10pm - reopen

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

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 - will copy when available

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: Appro Yes, this is good. Daniel Dvorak <chiefdan@cambridgepd.org>

Rescue Fire Department: Approved: _____ Denied: _____ Signature: _____

Department of Public Works: Approved: Denied: _____ Signature: *[Handwritten Signature]*