



PUBLIC EVENT PERMIT APPLICATION City of Somerville, Commonwealth of Massachusetts

Date 5/26/11

To the Honorable, the Board of Aldermen of the City of Somerville:

The undersigned requests permission to conduct the following event. This permission will only be effective for the listed location and time, and will be subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, and any conditions prescribed by the Board of Aldermen and/or City Departments. Any charges incurred will be the sole responsibility of the applicant and must be paid in full prior to the event.

Event name Community Shred Day
Description please see attached

Location Over Highland Office parking lot
285 Highland Ave, Somerville

Date and time 6/25 3-5pm

Rain date and time (if applicable) _____

Estimated maximum attendance at any one time 100

Attendee fees or suggested donations possibility of suggested donation if the Growing Center accepts invite to participate

Organization name East Cambridge Savings Bank

Mailing address 344 Cambridge Street, Cam, MA 02141

Telephone 617-354-7700 ext 2354

Have you made any arrangements for:

- Auxiliary Police? Yes No If yes, describe _____
- Security? Yes No If yes, describe Detail arranged by Eric Sarno
- Parking? Yes No If yes, describe _____
- Food? Yes No If yes, describe Diplantation of Lowell / permit pulled
- Restrooms? Yes No If yes, describe _____
- Liability Insurance? Yes No If yes, describe _____

Note the following Conditions:

1. The event must not obstruct or inhibit the flow of vehicles or pedestrians except for road closures or detours permitted herein, or as directed by Police Officers or Auxillary Police Officers.
2. Any road closures or detours must be approved in advance by the Traffic and Parking Director, and must be implemented with traffic controls specified by the Traffic and Parking Department. Such controls, and any displays or items placed on any street, shall be movable at all times. Vehicles will not be used as traffic controls. If the applicant requires the use of signage loaned by the Traffic and Parking Department, a security deposit will be required to ensure that the signage is returned.

3. If the event is a road race, the applicant will provide race monitors where required by the Police. The applicant will not make permanent marks on the roadway or sidewalk using paint or other indelible materials. Use of chalk will be acceptable. The applicant will pay the cost of removing any indelible marks placed on the roadway or sidewalk.
4. If the event is a carning drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
5. If the event includes a musical performance, the performance will not occur before 9:00 AM or after 10:00 PM, nor at any time on Sunday, not within 300 feet of any building from which an occupant asks that the performance disist.

The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above and in the Departmental approvals below.

Applicant signature Teresa A Benoit Date 5/26/11
 Applicant name (print) Teresa A Benoit Applicant phone 617-354-7750 ext 2354
 Event name (taken from page 1) Community Street Party

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6/3/2011</u> <u>[Signature]</u> Police Chief or Designee Conditions: _____ _____ _____	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6/3/2011</u> <u>[Signature]</u> Chief/Fire Engineer or Designee Conditions: _____ _____ _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Health Inspector or Designee Conditions: _____ _____ _____

Once signed, the Department should:

- Contact the applicant at the phone number above to arrange for pick-up.
- Fax the application (no cover page) to the following fax number: 617-551-2585
- Fax the application to the City Clerk at 617 625-4239.

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 Event name (taken from page 1) Community Street Day

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<input checked="" type="checkbox"/> <u>Approved</u> <u>Denied</u> Date <u>5-31-11</u> Traffic and Parking Director or Designee Conditions: <u>[Signature]</u> _____ _____	<u>Approved</u> <u>Denied</u> Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

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Applicant signature Teresa A Benoit Date 5/26/11
 Applicant name (print) Teresa A Benoit Applicant phone 617-354-7700 ext 2354
 Event name (taken from page 1) Community Speed Day

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

<u>Approved</u> <u>Denied</u> Date _____ Police Chief or Designee Conditions: _____ _____ _____	<u>Approved</u> <u>Denied</u> Date _____ Chief Fire Engineer or Designee Conditions: _____ _____ _____
<u>Approved</u> <u>Denied</u> Date _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____	<u>Approved</u> <u>Denied</u> Date <u>6-7-11</u> DPW Commissioner or Designee Conditions: _____ _____ _____

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Community Shred Day

On June 25th, East Cambridge Savings Bank would like to invite Somerville residents to the parking lot of the Bank's Highland Ave., office for Community Shred Day. Residents will have an opportunity to have their unwanted documents shredded on-site for free. Refreshment will be served via Dylan and Pete's Ice Cream.

The Somerville Growing Center has been invited to display their work. The Somerville Growing Center resides on the former site of the Southern Junior High School. It is an education garden for both children and adults. It is overseen by the Somerville Pride Working Committee (SPWC) and run by a group of volunteers. Mobile Shredding - Cintas

Donations – voluntary (to benefit the Somerville Growing Center)

Although ECSEB will not be charging for refreshments, donations for the Somerville Growing Center will be accepted.