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PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts

Event name OPENAIR Circus End of Summer Performance
Description Performances under a tent to celebrate the end of a five week circus arts program for children
Location (attach a map if applicable) Conway Field

Is this location on or abutting a public park? N Y Name of Park Conway Park
Date(s) _____ Rain date(s) _____

Event starts at (time) July 31 Noon Event ends at (time) August 4 Noon
Setup starts at (time) Noon Breakdown ends at (time) Noon

Has this event occurred before? N Y When was the most recent occurrence Aug 2013
Estimated maximum attendance at any one time _____

Maximum number of attendees you will accommodate (if applicable) _____
Estimated total number of different people attending 200
Estimated total number of Somerville residents attending 50-60 MD
Attendee fees or suggested donations \$2.00

Will food be served? Y N If yes, describe snacks
Will alcohol be served? Y N If yes, describe _____
Will a grill or open-flame device be used? Y N If yes, describe _____
Will any streets be blocked? Y N If yes, describe _____

Will any sidewalks be blocked? Y N If yes, describe _____

Describe any social/cultural benefits of this event for Somerville residents Low cost arts program for children with performance. Builds community

Describe any financial benefits of this event for Somerville businesses or organizations Circus families buy food and snacks for local businesses

What is your budget for this event? \$16,000 - Performances and 3 weeks of classes

Organization name OPENAIR Circus
Mailing address (to mail the license) 342 Lowell St. Somerville, MA 02145
Contact person Lori Manz + Peter Jehlen
Telephone Lori 857-523-0147 Email lorimanz5@gmail.com
Peter 617-947-1191

Event name (taken from page 1) OPENAIR Circus End of Summer Performance

Have you made arrangements for:

Auxiliary Police? Yes No If yes, describe _____

Police Detail(s)? Yes No If yes, describe _____

Parking (for Attendees)? Yes No If yes, describe Conway Lot next to ice rink

Restrooms? Yes No If yes, describe United Site Services

Liability Insurance? Yes No If yes, describe Wautlis Insurance Company - General Liability

Alcohol License? 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 any street/sidewalk closures or detours described in this application or conditions.
2. All street closures or detours must be created with devices specified by the Traffic and Parking Department. If the applicant requires the use of signage loaned by the Traffic and Parking Department, a security deposit must be paid to ensure that the signage is returned.
3. All items placed on any street must be movable by city employees or firefighters at all times. Vehicles must not be used to block streets.
4. The applicant must not make permanent markings on the street or sidewalk using paint or other indelible materials, or else the applicant will be held liable for the cost of removing those markings. The use of chalk is acceptable for street or sidewalk markings.
5. Any fees charged by the city are the sole responsibility of the applicant and must be paid in full prior to the event.
6. This permit is valid only for the listed location and time, and is subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, any city officials, and the Board of Aldermen.
7. If any streets are closed, the applicant will contact the MBTA so they can review and adjust their bus routes as needed (jhegarty@mbta.com).
8. If any streets are closed, the applicant will provide written notice to each resident and business that abuts the area to notify them of the date and time of the event, and provide contact information for the event organizer(s) in case they have questions.

The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above, as well as any conditions set forth by City Officials and by the Board of Aldermen.

Applicant signature Lori C Manz Date June 13, 2014

Print name Lori C Manz

Telephone 857-523-0147 Email loriman25@gmail.com

Event name (taken from page 1) OPEN AIR CIRCUS

FOR CITY HALL USE ONLY:

<p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6-18-14</u> Signed: <u>[Signature]</u> Police Chief or Designee Added Conditions: _____ _____</p>	<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____ _____</p>
<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ _____</p>	<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____</p>
<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Health Inspector or Designee Added Conditions: _____ _____</p>	<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Dept: _____ Added Conditions: _____ _____</p>

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<p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6/25/14</u> Signed: <u>[Signature]</u> Traffic and Parking Director or Designee Added Conditions: _____ _____</p>	<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____</p>
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<p><u> </u> Approved <u> </u> Denied <u> </u> Date <u> </u> Signed: _____ Health Inspector or Designee Added Conditions: _____ _____ _____</p>	<p><u> </u> Approved <u> </u> Denied <u> </u> Date <u> </u> Signed: _____ Dept: _____ Added Conditions: _____ _____ _____</p>

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<p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6/19/14</u> Signed: <u>[Signature]</u> Health Inspector or Designee Added Conditions: <u>If food will be distributed to the public a temporary permit must be issued.</u></p>	<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Dept: _____ Added Conditions: _____ _____ _____</p>