

PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION

City of Somerville, Commonwealth of Massachusetts

Application #: PEL23-000210

File #: 22-019508

Application for: Public Event

Organization name: Mayor's Office

Description: Families will be able to do Trick o Treating, face painting, yard games, and giveaways.

Date(s): 10/26/2023

Setup starts at (time): 4PM

Cleanup after the event ends at (time): 8PM

Entertainment: Music being played by parks and rec over speakers

Attendees:

Max attendance at one time: 200

Maximum attendees accommodated: 350

Attendee fees or suggested donations: N/A

Social or cultural benefits:

Social benefits: Families will have a safe contained area to safely trick o treat with young children as well as get to know city hall depts/staff and any upcoming events/meetings the city it hosting

Event Contact: Luz Lopez

Event name: 2nd Annual Truck O Treat

Location: Somerville High School side of the concourse

Rain date(s): N/A

Event starts at (time): 5PM

Event ends at (time): 7PM

Temporary Structures: N/A

Total people attending: 350

Total Somerville residents attending: 350

What is your budget for this event: 5,000

Financial benefits:

N/A

Event Contact Phone: 781-808-6777

Event Information	Yes/No	If yes, Describe
Open to the public?	Yes	Social Media/ Press release
Food served?	No	
Caterer used?		
Alcohol served?	No	
Grill/open-flame device used?	No	
Streets blocked?	No	
Sidewalks blocked?	No	
Describe any accessibility features available to attendees/participants		Most of the event will be accessible to all individuals. Will be done on level surface accessible to wheelchairs.
Arrangements:		
Police Detail:	No	
Parking (for Attendees)?	Yes	Limited on city hall concourse and street parking along side city hall
Restrooms?	Yes	City Hall
Liability Insurance?	No	
Will any public parks be used?	No	
Has the event occurred in the last two years?	Yes	October 2022

Approval Conditions:

Approved By:

CS Mayor, Approved

Kevin Roche, Approved

Charles Breen, Approved

CS Traffic and Parking, Approved
Eric Weisman, Approved
Timothy Mitsakis, Approved
Kimberly M. Wells, Approved