

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts

Date May 24th 2011

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 Kennedy School Yard Sale
Description Kennedy Parents will donate money to have an area to sell products, merchandise.
Location 5 Cherry Street
Somerville, MA
Date and time June 1st, 2011 @ 10-3-4 for cleanup
Rain date and time (if applicable) June 11, 2011
Estimated maximum attendance at any one time Hopefully 100
Attendee fees or suggested donations \$25
Organization name Kennedy School PTA
Mailing address 5 Cherry St., Somerville, MA 02144
Telephone 617 625-6600

Have you made any arrangements for:

Auxiliary Police?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe	<u>Neil Collins does all school functions</u>
Security?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe	
Parking?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe	<u>on street</u>
Food?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe	<u>water & snacks</u>
Restrooms?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe	
Liability Insurance?	<input type="checkbox"/> Yes	<input type="checkbox"/> 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 Auxiliary 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 canning 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, nor within 300 feet of any building from which an occupant asks that the performance desist.

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 Mary V. Marshall Date 1/24/11
 Applicant name (print) Mary V. Marshall Applicant phone 617 699-8946
 Event name (taken from page 1) Kennedy School Yard Sale

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>5/26/11</u> Police Chief or Designee Conditions: <u>[Signature]</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5/26/11</u> <u>St. R. MacLaughlin</u> Chief Fire Engineer or Designee Conditions: <u>10' + AWAY FROM BLDG</u>
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5-26-11</u> Traffic and Parking Director or Designee Conditions: <u>[Signature]</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5/25/11</u> <u>[Signature]</u> DPW Commissioner or Designee Conditions: <u>[Signature]</u>

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

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5/26/11</u> Health Inspector or Designee Conditions: <u>request temporary food permits</u>

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: _____
- ☐ Fax the application to the City Clerk at 617 625-4239.