

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts
Application #: PEL15-000048
File #: 15-003550

Organization name: CAAS

Description: Head Start Children
and Families end of the year Celebration

Date(s): Friday June 12, 2015

Setup starts at (time): 8:30 am

Cleanup after the event ends at (time): 1:30

Attendees:

Max attendance at one time: 800 Hundred

Maximum attendees accommodated: 800 Hundred

Attendee fees or suggested donations: there are no fees

Social or cultural benefits:

This is an event for a diverse population of Somerville
residents

City Contact:

Organization mailing address:

66-70 Union Square
Somerville MA 02143

Event name: Head Start 50th Celebration

Location: Broadway Trum Field
Broadway

Rain date(s): None

Event starts at (time): 9:30

Event ends at (time): 12:30

Total people attending: 200 Hundred

Total Somerville residents attending: 600 Hundred

What is your budget for this event: \$ 2,500.00

Financial benefits:

We are hoping to have other businesses sponsor this
event. through donations

Contact person:

Donna Cabral
Telephone: 617-623-1392 X111
Email: dcabral@caasheadstart.org

Event Information	Yes/No	If yes, Describe
Food served?	Yes	A Packaged lunch from the Somerville public schools
Alcohol served?	No	
Grill/open-flame device used?	No	
Streets blocked?	No	
Sidewalks blocked?	No	
Arrangements:		
Auxiliary Police?	No	
Police Detail:	Yes	We will have a detail if required
Parking (for Attendees)?	No	
Restrooms?	Yes	We have at least two porta-potties
Liability Insurance?	No	
Will any public parks be used?	Yes	Trum field
Has the event occurred in the last two years?	No	
Alcohol License?	No	

Approval Conditions:

Reviewer: John J. Long, City Clerk, Complete

Reviewer: CS Mayor, Mayor's Office, Approved

Reviewer: CS Police, Police, Approved

Reviewer: CS Traffic and Parking, Traffic and Parking, Approved

Reviewer: Christine Morin, Public Works, Approved

Reviewer: Jill Lathan, Recreation, Approved

