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**PUBLIC EVENT PERMIT APPLICATION**  
City of Somerville, Commonwealth of Massachusetts

Event name Holiday Arts & Eats  
Description Food truck festival and art market with holiday activities and events  
Location (attach a route if applicable) 300 Grand Union Blvd - Assembly Row

Date(s) 12/6, 7, 8 Rain date(s) \_\_\_\_\_  
Start time (include setup) 9am End time (include breakdown) 10pm  
Estimated maximum attendance at any one time 2,000 people  
Attendee fees or suggested donations \$5 with \$1 going to charity  
Will food be served?  Y  N If yes, describe Food trucks  
Will alcohol be served?  Y  N If yes, describe Friday night 21+ elowt only  
Will a grill/open-flame device be used?  Y  N If yes, describe \_\_\_\_\_  
Will streets or sidewalks be blocked?  Y  N If yes, describe \_\_\_\_\_

Organization name Aigner Krensky Marketing  
Mailing address (to mail the license) 214 Lincoln Street #300 Allston, MA 02134  
Contact person Lauren Jaffe  
Telephone 617-254-9500 Email LJaffe@aignerkrenskymarketing.com

Have you made arrangements for:

Auxiliary Police?  Yes  No If yes, describe \_\_\_\_\_  
Police Detail?  Yes  No If yes, describe \_\_\_\_\_  
Parking (for Attendees)?  Yes  No If yes, describe Market Parking lot  
Restrooms?  Yes  No If yes, describe Coakaded  
Liability Insurance?  Yes  No If yes, describe Michaels insurance agency

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. All 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, must be movable at all times. Vehicles must not be used as traffic controls. 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. 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 includes a musical performance, the performance will not occur before 9:00 AM or after 10:00 PM, nor at any time on Sunday, except as permitted, nor within 300 feet of any building from which an occupant asks that the performance desist.
- 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, these conditions, and any other conditions prescribed by the Board of Aldermen and/or stated in the Departmental approvals below.

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 Laura Jaffe Date 8/20/13  
 Print name Laura Jaffe Phone 617-254-9500 Email ljaffe@ignepienki.com  
 Event name (taken from page 1) Holiday Arts & Eats

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>10/22/13</u> Signed: <u>[Signature]</u> Police Chief or Designee Added Conditions: <u>As Agreed</u> <u>Van between event organizers and Sgt Amey</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____

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

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Health Inspector or Designee Added Conditions: _____
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Once signed, the Department should:

- Contact the applicant at the phone number/email address above to arrange for pick-up.
- Fax the application (no cover page) to the following fax number: 617-254-3700
- Fax the application to the City Clerk at 617 625-4239.

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Applicant signature *Laura Salas* Date 8/20/13  
 Print name Laura Salas Phone 617-254-9500 Email lj@lcsignsprintsmarketing.com  
 Event name (taken from page 1) Holiday Arts & Feas

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<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____ _____

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Approved  Denied Date 10/22/13  
 Signed: \_\_\_\_\_  
 Health Inspector or Designee  
 Added Conditions: MUST APPLY FOR TEMPORARY FOOD PERMITS FOR EACH FOOD TRUCK.

Once signed, the Department should:

- Contact the applicant at the phone number/email address above to arrange for pick-up.
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 Health Inspector or Designee  
 Added Conditions: \_\_\_\_\_  
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Applicant signature *Lauren Jaffe* Date 8/20/13  
 Print name Lauren Jaffe Phone 617-254-9500 Email ljaffe@signaturepressmarketing.com  
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