

# PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION

City of Somerville, Commonwealth of Massachusetts

Application #: PEL18-000238

File #: 16-015083

**Application for:** Public Event

**Organization name:** City of Somerville

**Description:** annual event for families with fun Halloween-themed activities

**Date(s):** Thursday, October 18, 2018

**Setup starts at (time):** 5pm

**Cleanup after the event ends at (time):** 8pm

**Attendees:**

Max attendance at one time: 300

Maximum attendees accommodated: n/a

**Attendee fees or suggested donations:** n/a

**Social or cultural benefits:**

annual event for families with fun Halloween-themed activities

**Event Contact:** Jackie Rossetti

**Event name:** Haunted Hall

**Location:** City Hall concourse

**Rain date(s):** Thursday, October 25, 2018

**Event starts at (time):** 6pm

**Event ends at (time):** 7:30pm

Total people attending: 400

Total Somerville residents attending: 400

**What is your budget for this event:** \$250

**Financial benefits:**

n/a

**Event Contact Phone:** x2614

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<b>Event Information</b>	<b>Yes/No</b>	<b>If yes, Describe</b>
Food served?	Yes	cookies and cider from SHS Culinary Bistro
Alcohol served?	No	
Grill/open-flame device used?	No	
Streets blocked?	No	
Sidewalks blocked?	No	
<b>Arrangements:</b>		
Auxiliary Police?	No	
Police Detail:	Yes	we always have 1-2 officers on site to ensure safety
Parking (for Attendees)?	No	
Restrooms?	Yes	inside City Hall
Liability Insurance?	Yes	city insured
Will any public parks be used?	No	
Has the event occurred in the last two years?	Yes	this is the 5th annual event

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**Approval Conditions:**

**Approved By:**

**CS Mayor, Approved**

**Scott Whalen, Approved**

**CS Traffic and Parking, Approved**

**Christine Morin, Approved**

**Elise Collins, Approved**

**John J. Long, Approved**