

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

Date: November 16, 2011_____

To the Honorable, the Board of Aldermen of the City of Somerville:

The undersigned respectfully prays that he/she may be granted permission to occupy the following public property for the purpose of conducting an 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 to the appropriate City Department prior to issuance of the Permit.

Event name: Union Square Winter Craft Market

Description: Annual Winter Craft Market continues the spirit of the Union Square Farmers Market with sales of crafts and holiday items by local artisans, Union Square businesses and community groups on the plaza. We anticipate one vendor set up with 10 foot tents on the Plaza selling wreaths (Community Growing Center/Walnut Street Center. Additional vendors and amenities (warmth!) for customers will be inside Precinct just off the Plaza.

Location: Union Square Plaza

Date and time: Market is open 11 am to 4 pm, Saturday, December 3. Set up begins at 9 am. Clean up to end no later than 6 pm.

Estimated maximum attendance at any one time: with the cold weather we anticipate no more than 30 at one time to be on the Plaza

Attendee fees or suggested donations: Free

Organization name: Union Square Main Streets

Mailing address: PO Box One, Somerville, MA 02143

Telephone: 617-955-0080

Have you made any arrangements for:

Auxiliary Police? ☐ Yes ☒ No If yes, describe _____
Security? ☐ Yes ☒ No If yes, describe _____
Parking? ☒ Yes ☐ No If yes, describe Private lot behind The Independent
Food? ☐ Yes ☒ No If yes, describe _____
Restrooms? ☒ Yes ☐ No If yes, describe Precinct has rest rooms
Liability Insurance? ☒ Yes ☐ No If yes, describe USMS holds coverage

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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 Mimi Kravay Date 11/16/11
 Applicant name (print) MIMI KRAVAY Applicant phone 617 955 0080
 Event name (taken from page 1) WINTER CRAFT MARKET

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

Approved _____ Denied _____ Date _____ Police Chief or Designee Conditions: _____ _____ _____	<input checked="" type="checkbox"/> Approved _____ Denied _____ Date _____ Chief Fire Engineer or Designee Conditions: <u>Robert [Signature]</u> _____ _____
Approved _____ Denied _____ Date _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____	Approved _____ Denied _____ Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

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

Approved _____ Denied _____ Date _____ Health Inspector or Designee Conditions: _____ _____ _____

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.

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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 [Signature] Date 11/16/11
 Applicant name (print) MIMI GRANEY Applicant phone 617 955 0080
 Event name (taken from page 1) WINTER CRAFT MARKET

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<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date <u>11/15/11</u> Traffic and Parking Director or Designee Conditions: <u>[Signature]</u> _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

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 Applicant name (print) MAIMI GRANEY Applicant phone 617 955 0080
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