



**City of Waukesha Parks, Recreation and Forestry Department**  
 1900 Aviation Drive • Waukesha WI 53188 • Phone: (262) 524-3737 • Fax: (262) 524-3713  
[www.waukesha-wi.gov](http://www.waukesha-wi.gov)

**Public Special Event Application**  
 (Includes Large-Scale Public Gatherings)

Office Use	
Date Received	4/5/19
Time	11 <sup>am</sup>
Initials	[Signature]
Permit #	_____
Invoice #	_____

Please fill in the information below and return to Waukesha Parks, Recreation & Forestry Department (WPRF) office along with \$50 non-refundable application fee. Please print using blue or black ink.

General Information

Name/ Description of Event Water Ski Exhibitions Organization Badgerland Water-Ski Shows  
 Organization Website www.badgerland.org Tax Exempt number (attach proof) ES 24561  
 Name of Event Coordinator Jason Hook - President  
 Address W238N 6449 Elmwood Ave City Sussex State WI Zip 53089  
 Email President@badgerland.org Fax \_\_\_\_\_  
 Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ Cell 262-442-4777  
 Name of Alternative Contact \_\_\_\_\_ Email \_\_\_\_\_  
 Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ Cell \_\_\_\_\_

Event Information

Date(s) Mon/Wed/Sat Attendance per Day \_\_\_\_\_  
 Facility and/or park areas requested (be specific) Area along river near Schuetze building  
 Event hours: 5:30 - sunset Set-up begins \_\_\_\_\_ Clean-up ends \_\_\_\_\_

Will Wine/Beer be served?	Yes	<input checked="" type="radio"/> No	If yes, contact City Clerk at 262-524-3550
Will Wine/ Beer be sold?	Yes	<input checked="" type="radio"/> No	If yes, contact City Clerk at 262-524-3550
Will Food be given away?	Yes	<input checked="" type="radio"/> No	
Will Food be sold?	Yes	<input checked="" type="radio"/> No	If yes, contact County Health 262-896-8300
Will admission fee be charged?			
Will entry fee be charged?	Yes	<input checked="" type="radio"/> No	Amount? _____
Will fees be charged for merchandise?	Yes	<input checked="" type="radio"/> No	
Will Signs, displays, objects be placed on Park property?	<input checked="" type="radio"/> Yes	No	Where? <u>temporarily, near road</u>
Will you have security?	Yes	<input checked="" type="radio"/> No	Who? _____
Will you have items left overnight?	Yes	<input checked="" type="radio"/> No	What? _____
Have you received a Special Event Handbook?	<input checked="" type="radio"/> Yes	No	Do <u>not</u> sign application until you read and understand.
Will you need Street Closures?	Yes	<input checked="" type="radio"/> No	If yes, contact Police Department 262-524-3831
Will you need No Parking Areas?	Yes	<input checked="" type="radio"/> No	If yes, contact City Clerk at 262-524-3550

Additional Equipment available from WPRF for a fee

Picnic Tables	Yes	<input checked="" type="radio"/> No	How many? (max. 24) _____
Trash barrels	Yes	<input checked="" type="radio"/> No	How many? _____
Water Hook up	Yes	<input checked="" type="radio"/> No	Needed for? _____
Electricity - WPRF can provide limited service.	<input checked="" type="radio"/> Yes	No	
Trash liners (100 bags per package)	Yes	<input checked="" type="radio"/> No	How many packages? _____
Toilet Paper	Yes	<input checked="" type="radio"/> No	Number of rolls? _____

Additional Equipment provided by sponsor

Electricity- Generators	Yes	<input checked="" type="radio"/> No	How many? _____
Ten/ canopy	Yes	<input checked="" type="radio"/> No	How many? _____ Size(s) _____
Portable Toilets	Yes	<input checked="" type="radio"/> No	How many? _____
Inflatable/ moonwalk	Yes	<input checked="" type="radio"/> No	Describe? _____
Amplified sound	<input checked="" type="radio"/> Yes	No	Purpose/type <u>Music / Announcing</u>
Golf Carts/ Motorized vehicles	Yes	<input checked="" type="radio"/> No	Attach list of vehicles
Other _____	Yes	<input checked="" type="radio"/> No	

By signing below, the signee states that the information given on this form is true and accurate. The signee also understands that he/she will be held accountable for all information/policies set forth in the Public Special Events Handbook, City of Waukesha Ordinances and Wisconsin/ United States Legislature.

Signature [Signature] Date 3-22-19