



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

Office Use
Date Received <u>10/12/17</u>
Time <u>10:30</u> Initials <u>BW</u>
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 WAUKESHA OLD CAR CLUB CAR SHOW IN THE PARK Organization WAUKESHA OLD CAR CLUB

Organization Website \_\_\_\_\_ Tax Exempt number (attach proof) \_\_\_\_\_

Name of Event Coordinator JIM YOUNG & STEVE HEINEMANN

Address 101 BOX 645 City WILKA State WI Zip 53197

Email JHYOUNG1952@GMAIL.COM Fax N/A

Day Phone 262 893 7704 Evening Phone \_\_\_\_\_ Cell 262 893 7704

Name of Alternative Contact STEVE HEINEMANN Email STEVEH.WOLL@VAHOO.COM

Day Phone 262 782 4066 Evening Phone \_\_\_\_\_ Cell 262 408 0310

Event Information  
Date(s) August 12, 2018 Attendance per Day 2000 Public

Facility and/or park areas requested \_\_\_\_\_ *be specific*

Event hours: 7AM - 5PM Set-up begins 6AM Clean-up ends 5PM

Will Wine/Beer be served?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	If yes, contact City Clerk at 262-524-3550
Will Wine/ Beer be sold?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	If yes, contact City Clerk at 262-524-3550
Will Food be given away?	<input type="radio"/> Yes	<input checked="" type="radio"/> No	
Will Food be sold?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	If yes, contact County Health 262-896-8300 <u>CAR OWNERS</u>
Will admission fee be charged?	<input type="radio"/> Yes	<input type="radio"/> No	Amount? <u>12<sup>th</sup> PARTICIPATES</u> <u>Not to Public</u>
Will entry fee be charged?	<input type="radio"/> Yes	<input type="radio"/> No	<u>T-SHIRTS</u>
Will fees be charged for merchandise?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Where? _____
Will Signs, displays, objects be placed on Park property?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Who? <u>WKA POLICE AUG</u>
Will you have security?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	What? <u>PORTA POTTYS &amp; 1500 TRAILER TRASH DUMPSTER</u>
Will you have items left overnight?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Do <u>not</u> sign application until you read and understand.
Have you received a Special Event Handbook?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	If yes, contact Police Department 262-524-3831 <u>BAYTER</u>
Will you need Street Closures?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	If yes, contact City Clerk at 262-524-3550
Will you need No Parking Areas?	<input type="radio"/> Yes	<input type="radio"/> No	

Additional Equipment available from WPRF for a fee

Picnic Tables	<input type="radio"/> Yes	<input checked="" type="radio"/> No	How many? (max. 24) _____
Trash barrels	<input checked="" type="radio"/> Yes	<input type="radio"/> No	How many? <u>25</u>
Water Hook up	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Needed for? _____
Electricity - WPRF can provide limited service.	<input checked="" type="radio"/> Yes	<input type="radio"/> No	
Trash liners (100 bags per package)	<input checked="" type="radio"/> Yes	<input type="radio"/> No	How many packages? <u>1</u>
Toilet Paper	<input type="radio"/> Yes	<input type="radio"/> No	Number of rolls? _____

Additional Equipment provided by sponsor

Electricity- Generators	<input checked="" type="radio"/> Yes	<input type="radio"/> No	How many? _____
Tent/ canopy	<input checked="" type="radio"/> Yes	<input type="radio"/> No	How many? <u>3</u> Size(s) <u>20x40</u> <u>5 Pop up 10/10</u>
Portable Toilets	<input checked="" type="radio"/> Yes	<input type="radio"/> No	How many? <u>7</u>
Inflatable/ moonwalk	<input type="radio"/> Yes	<input checked="" type="radio"/> No	Describe? _____
Amplified sound	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Purpose/type _____
Golf Carts/ Motorized vehicles	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Attach list of vehicles <u>1</u>
Other _____	<input type="radio"/> Yes	<input 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 James H Young Jr Date 10/12/17