

City of Medford

Special Event Permit Application

Application must be filled out completely and legibly to be processed.

Fee: N/A

Date Received: _____

Date of Application: _____ (Application must be submitted at least 14 days prior to event)

Event Name: _____ Organization/Contact Person: _____

Date(s) of Event: _____ On-Site Manager: _____

Time(s) of Event: _____ Mailing Address: _____

Event Location: _____

Phone Number: _____ Email Address: _____

Description of Event:

Special Parking or Traffic Restrictions Required:

Applicant's Signature: _____ Date: _____

For City Use Only

Under and Pursuant to the provisions of Ordinance #323 of the City of Medford, Wisconsin, no person shall organize, assist organize, assist in the organization of, participate in any parade, march or demonstration, which is held in whole or in part on any City street, sidewalk, park or in or around any public building, within the City of Medford, without first obtaining a permit

NOW THEREFORE, the permit is issued on the following conditions:

1. The event will be run in an orderly fashion.
2. Event staff must have on identification and a traffic vest for visibility
3. No alcohol consumption allowed during even.
4. Participants shall not congregate in large groups on the roadway
5. Participants must yield to emergency vehicles
6. Any violence, the City Police will seek disorderly charges on said violators.
7. If violence does occur the permit will be canceled.
8. No Littering at any time

Signature: _____

Date Issued: _____