

200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date 6-10-20

City Received Date

All City Parks Request Form

Reason for Request Celebration for Juneteenth
Organization Black Lives Matter Contact Person Alex Marshall
Contact [REDACTED] Contact Email [REDACTED]
Date 6-27-2020 Times 11am - all day

City Parks
Please Check One

- Downtown "Fountain" City Park
- Cadillac Commons Plaza
- Sound Garden
- The Bridge
- Naval Reserve Flower Open Space
- Tree Zoo Gazebo

City of Cadillac Guidelines:

Please read the following and initial to acknowledge your understanding

- am All Parks are for public use
- am The City does not provide any tents, tables, chairs, rugs, extension cords etc
- am The fountain may not be operating due to equipment break downs or weather conditions such as wind
- am I understand and agree to these requirements and understand if these are not met the request will be denied.
- am Not all parks have space for tents, chairs etc.
- am If needing speakers or microphone fee may be required (\$15)

Form must be emailed, mailed or brought to:

Cadillac City Hall
Attn: Public Works Department-Events
200 N. Lake Street
Cadillac, MI 49601

Print Name Alexander Marshall Signature  Date 6/10/2020

Today's Date 6-10-2020

City Received Date

VERIFIED MAIL PERMITTED

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Juneteenth
 Contact Person Alex Marshall
 Contact Phone [REDACTED] Contact Email [REDACTED]

Date: <u>6/11/2020</u>			Street Closures		
Street Name <u>S. Lake St.</u>	Beginning Location <u>Harris</u>	Ending Location <u>Cass</u>	Street Name _____	Beginning Location _____	Ending Location _____
From <u>W. Harris St.</u>	Beginning Time <u>11:00</u> AM/PM	Ending Time <u>4:00</u> AM/PM	Street Name _____	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM
to <u>W. Cass St.</u>	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM	Street Name _____	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM
Street Name _____	Beginning Location _____	Ending Location _____	Street Name _____	Beginning Location _____	Ending Location _____
Street Name _____	Beginning Location _____	Ending Location _____	Street Name _____	Beginning Location _____	Ending Location _____
Street Name _____	Beginning Location _____	Ending Location _____	Street Name _____	Beginning Location _____	Ending Location _____
Street Name _____	Beginning Location _____	Ending Location _____	Street Name _____	Beginning Location _____	Ending Location _____

Date ___/___/___			Parking Lot Closures		
Lot Location _____	Street _____	Nearest Cross Street _____	Lot Location _____	Street _____	Nearest Cross Street _____
	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM		Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM
Lot Location _____	Street _____	Nearest Cross Street _____	Lot Location _____	Street _____	Nearest Cross Street _____
	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM		Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM
Lot Location _____	Street _____	Nearest Cross Street _____	Lot Location _____	Street _____	Nearest Cross Street _____
	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM		Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)
 I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Alexander Marshall Signature  Date 6/10/2020

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.



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Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Please Submit 30-days Prior to Event Date

Event Sunfteenth Celebration

Special Requests: Please Circle

Electricity Water Wind Screens Sound System Movie Screen/Projector System**
**Weather Dependent

Usage Rules

- Profanity and offensive language is strictly prohibited.
- Noise must be limited to levels that do not disturb the peace, and must be lowered at the City's request.
- No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Pavilion, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
- Movies/programs shown at the Pavilion are at the discretion of the City, and proper licensing to show copyrighted material is required. One potential resource is www.swank.com. MPAA ratings of G and PG are appropriate.
- Any signage or decorations must be removed immediately following any event.
- No vehicles are permitted on sidewalks or grass. However, the sidewalk immediately south of the pavilion can be utilized for temporary parking for the purpose of drop-off and/or pick-up of equipment only. Parking is prohibited on Lake Street, even if it has been closed for the event.
- The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
- The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
- Sound System Fees - \$20 per hour for use of our sound board and sound technician.

Reservation Fees:

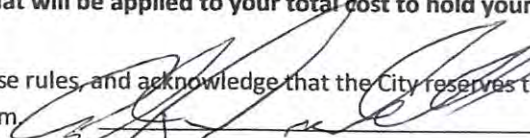
- Daily Rate (4 hours or more) \$100
- Hourly Rate (less than 4 hours) \$55 per hour
- Non-Profit Daily Rate (4 hours or more) \$50
- Non-Profit Hourly Rate (less than 4 hours) \$25 per hour

Reoccurring Events: Events that are a minimum of once a week, for four consecutive weeks or more

- Daily Rate of \$25:
- Non-Profit Daily Rate of \$15

All Fee options require a deposit of \$25 that will be applied to your total cost to hold your date(s), and would only be refunded if event was denied for any reason.

I understand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or program that is not in compliance with them.


Signature

Form must be mailed/emailed or delivered to Cadillac City Hall 200 N. Lake Street in Cadillac, MI 49601 javila@cadillac-mi.net

Print Name _____ Total Fees Required: _____ Total Fees Paid: _____ Date ___/___/___