

**CITY OF MANITOWOC - DEPARTMENT OF PUBLIC INFRASTRUCTURE  
SPECIAL CONSIDERATION FOR WAIVER OF PART OR ALL FEES  
FOR USE OF CITY FACILITIES OR EQUIPMENT**

22-0299

Groups or organizations requesting special consideration for waiver of all or partial fees ordinarily charged to groups for the use of City-owned facilities or equipment must fill out this form completely, at least 30 days in advance of the event. The request will be reviewed by the Special Event Committee and/or the Public Infrastructure Committee and the group or organization will be notified by e-mail or letter of their decision(s). A financial report for the previous two (2) years indicating all expenses and all revenues of the group/organization may be requested by the committee. Groups or organizations must be current on all financial accounts with the City of Manitowoc.

**ALL QUESTIONS MUST BE ANSWERED**

Name of event: Youth Tennis lesson program through YMCA

1. Name of club/organization making request MANITOWOC YMCA

Address 205 MARITIME DR. Telephone 920-482-1500  
Manitowoc, WI 54205

2. Names of club officers: CEO Julie Grossman PO Box 471 920.482.1512  
President

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

3. Facility requested: 4 upper tennis courts at Lincoln Park +  
concession stand for storage of tennis balls, hoppers & squeaky  
Equipment requested: A KEY for Concession Stand at Lincoln Park

4. Specific dates and hours facility/equipment will be used: Date(s) JUNE 08 -  
Aug 11 Hrs. 9:30-12:00 + 1:00-3:00 on  
EVERY TUES thru Thurs day from WED. eve  
9:30 to 12:00 + changed to WEDNESDAYS from 1:00 3 PM ← (7 WKS) Match play

5. Please explain your request, as to what fees you desire waived or reduced and reasons. WAIVE THE  
\$2,150 in court rental fees at LINCOLN PARK TENNIS COURTS

6. Which do you consider your group to be?  
A. Community service X YMCA B. Non-profit X C. Private business \_\_\_\_\_  
D. Club or organization \_\_\_\_\_ E. Other, please explain \_\_\_\_\_

7. Will money be collected, tickets sold, concessions sold or money raised in conjunction with the event?  
Yes ✓ No X ✓

8. If #7 is "yes," explain and list specific charges 7 WK. program - 3 or 4 groups depending on  
sign-ups - lower ability groups AN hour to AN hour + 15 min  
better players AN hour + a half - Younger kids paying \$10 per session  
\$70) + better players paying \$15 per session (\$100) to pay for 2 staff salaries

9. What will revenues be used for? To pay instructor(s) & pay for  
balls used

10. Do you wish to meet personally with the Committee to discuss this request? Yes \_\_\_\_\_ No   
If "yes," please provide the following information of individual to contact:  
Name \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_

Signed Remy Maw Date 3-24-22

Please attach any additional information which you feel will assist the committee in evaluating your request.

**When completed, return this form to the City of Manitowoc – Dept. of Public Infrastructure**  
900 Quay St., Manitowoc , WI 54220 · Phone 920-686-3580 · Fax 920-686-6525 · E-mail parksadmin@manitowoc.org