

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 8/11/2021

EVENT NAME: Fall Kickoff

ORGANIZER: Faith Church - Kyle Matenaer

E-MAIL ADDRESS: kylem@faithchurchmanitowoc.org

EVENT DATE: 9/12/2021

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Use of bandwagon for outside service/pancake breakfast

COMMITTEE CONCERNS:

COMMITTEE DECISION:

| APPROVE | DENY |
|--|------|
| Shawn Alfred/sr Liz Majerus/sr Jason Freiboth/sr Dan Koski/sr | |

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:

RECEIVED

AUG 04 2021

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

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: Faith Church Fall Kick off

1. Name of club/organization making request Faith Church
Address 2201 S. 42nd Telephone 414-617-1441

2. Names of club officers: Name Address Telephone
President Pastor Kyle Matanaer 414-617-1441
Secretary _____
Treasurer _____

3. Facility requested: 1
Equipment requested: Bandwagon

4. Specific dates and hours facility/equipment will be used: Date(s) September 12 Hrs. 7am - 2pm

5. Please explain your request, as to what fees you desire waived or reduced and reasons. Rental Fees for the non profit event.

6. Which do you consider your group to be?
A. Community service _____ B. Non-profit _____ 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

8. If #7 is "yes," explain and list specific charges _____

9. What will revenues be used for? _____

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 [Signature] Date 8-3-21

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

A/W
10033