

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 10/2/2019

EVENT NAME: Lights in Lincoln Park & Run/Walk

ORGANIZER: Lincoln Park Zoological Society - Doug Koch

EVENT DATE: 11/29 to 12/29/19

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Drive through holiday light tour at Lincoln Park to benefit the zoo; use of equipment, labor, cabins 1&2; placement of advertising signs in City ROWs

ESTIMATED CITY COSTS:

POLICE	0
FIRE	0
PARKS	5713
RECREATION	
STREETS	6370
TOTAL DEPT. COSTS	12083

ESTIMATED EVENT HOLDER CHARGES:

LATE APPL. FEE (<60 days)	
DELIVERY CHARGES	350
<i>(if delivery requested)</i>	
WAIVED -ROOM TAX	12433
NON-WAIV. STAKE PERMIT	

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE

DENY



COUNCIL ACTION REQUIRED:

Approval of advertising signs in City right-of-ways

ITEMS TO INCLUDE IN LETTER:

When listing sponsors for your event, we ask that you consider listing the City of Manitowoc since some or all fees have been waived for the event.

City of Manitowoc
SPECIAL EVENTS APPLICATION FORM

11/30/2019

NOTICE: This application must be turned in to the Parks Office a minimum of 60 days prior to the date of the event. Your Certificate of Insurance must be on file in the City Clerk's Office a minimum of 10 days prior to the date of the event. If you have questions, please see the Special Event Guidelines & Policy for a list of contacts.

- 1. Name/Description of Event: Lincoln Park Zoological Society / Lights in Lincoln Park
- 2. Date of Event: Nov 29 / 2019 If multiple days, Start Date: Nov 29 / 2019 End Date: Dec 29 / 2019
Include dates and times needed for setup and take down / cleanup.
- 3. Time Event will Begin Setup: 4:00 AM/PM PM Actual Start Time: 5:00 AM/PM PM Finish Time: 8:00 AM/PM PM
- 4. Name and Complete Address of Organization/Individual Organizing the Event:

Lincoln Park Zoological Society
Name of organization responsible for event

Doug Koch
Name (first, middle, and last) of event organizer

Telephone # PRIOR TO event 920 684-7915 Home
920 912-8404

Tom Kocourek
Contact name DURING event (if different)

Telephone # DURING event (920) 323-5215

1601 Shoto Rd.
Street Address

Two Rivers WI 54991
City, State, Zip

E-mail address Tom - blitzfarmers@charter.net
of event organizer

Is the sponsoring organization a 501(c)(3) organization? Yes No

Doug Koch - dougadele7915@comcast.net

- 5. Location of the Event: Generally describe your event and its purpose and attach a DETAILED map or diagram of your event. Also, indicate the direction of the route, if any, including all turns and the number of traffic lanes to be used. Maps of the City and its parks are available online at www.manitowoc.org.

"Lights in Lincoln Park" is an annual event for the enjoyment of the community. Funds generated benefit the Lincoln Park Zoo.

Will the event be held in a Manitowoc park or utilize any park facilities? Yes Which park? Lincoln Park No

What park facilities will be needed (buildings, tennis courts, ball diamonds, disc golf courses, etc.)? _____

Cabin 1 on Fri nights (Nov 29, Dec 1, 13, 20) - Entire Park During Showtimes

Have you reserved the park &/or park facilities? Yes No If no, please contact the Parks Division at (920) 686-3580.

Does the event require streets to be closed? Yes No If yes, which street(s): Park roads during showtimes

It is YOUR RESPONSIBILITY to provide federally approved traffic control items; however they may be rented from the Streets & Sanitation Division.

Will the event be held on the sidewalk? Yes No



6. **Mariners Trail Permit:**

Will any portion of the Mariners Trail be used? Yes No

If yes, where on the trail will the event begin: _____

Where on the trail will the event end: _____

When use of the trail is requested, consideration is given to how the public's use of the trail will be affected. Set up / take down and clean up, as well as other services provided by a City staff may be billed on a cost-recovery basis. **The event organizer must provide a copy of event liability insurance naming BOTH CITIES as co-insured at least 10 days prior to the event. Permits do not allow "exclusive use" of the trail and the general public must be allowed to share the permitted areas.**

This agreement is made and entered into by and between the Cities of Two Rivers and Manitowoc, Wisconsin, hereinafter called "City" and the above-named individual, hereinafter called "Permittee." The parties agree as follows: Bookings must be made no earlier than 12 months in advance. The Permittee understands his/her responsibility is to set up, clean up and restore premises within the time period listed above.

Limitation of Use: Permittee agrees that the number of persons on the rented premises during the rental period shall not exceed the capacity of the facility and that no intoxicating liquor or fermented malt beverages shall be served to minors. Permittee agrees to use premises rented for the purpose stated above and no other. In the event this Limitation of Use is not complied with, Permittee shall be charged and agrees to pay a fee of \$200.

Permittee agrees to abide by the rules and regulations contained in this agreement.

FOR OFFICE USE ONLY:

Signature of City of Two Rivers designee: _____ Date: _____

7. **Tell Us About Your Event:**

What is the estimated attendance at your event, including observers? ^{9,000.-} app. 10,000. people over 13 Days

How many vendors will be at your event? none How many vehicles? ^{app.} 3000 Vehicles over 12 Days

Do you require any special parking restrictions? Yes No If yes, what type, when, and where: _____

Parking on grassy areas of a park is not allowed without prior approval. Contact the Police Department if traffic control is needed.

Will food be prepared and/or served at the event? Yes No cookies at Santa nights
You are responsible for obtaining any necessary permits for food from the Manitowoc County Health Department.

Will you be having a band or amplified music? Yes No

Will a loudspeaker or similar electric sound amplification system be used outdoors? Yes No
If yes, what hours: _____

Will the City need to provide any special electrical assistance or lighting (of ball diamonds, etc.)? Yes No
If yes, please describe: USE OF ELECTRIC OUTLETS installed by Zoo Society for Light Shows
Contact the Parks Division at 686-3580 with questions.

Will any of the following services be required? Clean-up Street-sweeping
For help defining your parking, clean-up, & traffic control needs, please contact the Streets & Sanitation Division at (920) 686-6550.

Will any fireworks or pyrotechnic devices be used during the event? Yes No
If yes, contact the Fire Department at (920) 686-6540 to secure the proper permits for firework usage.

Will animals be present at the event? Yes No If yes, please indicate what types of animals, how many are expected, and where they will be located. _____

What toilet facilities will be made available to your participants? Indoor Outdoor
Please describe the toilet facilities that will be provided, including their locations and the number of units: Cabin 1

Will alcoholic beverages be served/sold? Yes No If yes, a "Special Class B" license will allow sale/service of beer and/or wine.
Please contact the City Clerk's Office at (920) 686-6950 to obtain a license.

In the case of a premise with a current alcohol license, do you need an extension of your premise? Yes No If yes, give a detailed explanation under #5.

Do you require a waiver of the restriction to serve alcohol in a park? Yes No

8. Equipment Needed for Your Event:

Equipment rental charges will apply unless a waiver of some or all fees is approved. A non-waivable delivery fee will be charged if delivery/pickup by City personnel is needed. Delivery fees are based on total rental costs.

To make arrangements to pick up the items yourselves, please contact the Parks Division at 686-3580. All items must be picked up and returned weekdays between 7:00 A.M. and 2:30 P.M. It is the renter's responsibility to sign in all materials in the Streets & Sanitation office or with a Parks staff member prior to unloading at the time of return. It is unacceptable to drop off rental materials outside of return hours and without signing them in.

Please indicate where and when the items should be delivered:

BARRICADES AND TRAFFIC CONES should be delivered to LINCOLN PARK by 11-29-19. See attached LOCATION LIST.

Please indicate the total number of items requested:

Streets & Sanitation Division Equipment (686-3580):

	# Needed		# of Days*		Cost/Day	=	Total	
Barricades						=		
2'		X		X	\$3.00	=		Flashers _____
3'		X		X	\$3.00	=		Flashers _____
8'	<u>5</u>	X	<u>32</u>	X	\$4.00	=	<u>128</u>	
Rail type-long		X		X	\$2.00	=		
Rail type-short		X		X	\$2.00	=		
Channelizer Drums		X		X	\$3.00	=		
Cones						=		
18"		X		X	\$1.50	=		
28"	<u>36</u>	X	<u>32</u>	X	\$1.50	=	<u>172.8</u>	
Safety vests		X		X	No charge	=	No Charge	
Snow fence						=		
Rolls		X		X	\$4.00	=		
Posts		X		X	No Charge	=	No Charge	
Post driver/pounder		X		X	No Charge	=	No Charge	
Traffic signs		X		X	\$2.00	=		Description _____
		X		X	\$2.00	=		Description _____
		X		X	\$2.00	=		Description _____
Traffic signs (Portable)		X		X	\$3.00	=		Description _____
		X		X	\$3.00	=		Description _____
		X		X	\$3.00	=		Description _____
Other (list items and amounts)						=		

Parks Division Equipment (686-3580): Do NOT count any picnic tables, garbage cans, etc. already located at the park.

Banquet tables, 8'		X		X	\$5.00	=		
Park benches		X		X	\$7.00	=		
Picnic tables		X		X	\$7.00	=		
Risers, platform		X		X	\$15.00	=		Description _____
Security stanchions		X		X	\$ 5.00	=		
Tent, 10'x10'		X		X	\$30.00	=		
Tent, 10'x20'		X		X	\$35.00	=		
Ticket booths, outdoor		X		X	\$15.00	=		
Trash cans		X		X	No Charge	=	No Charge	
Wenger portable bandwagon, 35x8'***		X		X	\$240.00	=		
Other (list items and amounts)						=		

TOTAL RENTAL CHARGES

1856 - WAIVER Requested

*Include the day of return but not the day of pickup/delivery. Items must be picked/returned weekdays between 7:00 am and 2:30 pm.

**The bandwagon shall not be removed from the City limits without the approval of the Park & Recreation Committee and must be delivered/setup by City Personnel.

If you are requesting delivery/pickup by City personnel, the following non-waivable delivery fees will apply.

DELIVERY FEES	
Total Cost of Items Rented	Delivery Fee
\$0.00 - \$100.00	\$ 50.00
\$100.01 - \$250.00	\$ 75.00
\$250.01 - \$500.00	\$125.00
\$500.00 - \$1,000.00	\$250.00
\$1,000.01 and above	\$350.00

Delivery fees will be adjusted based on actual items rented.

9. Stake Permit: **There is a \$50.00 NON-WAIVABLE stake permit fee per event, if any items will be staked into the ground.** The event organizer is responsible for ensuring Diggers Hotline is contacted a minimum of three business days before set-up. Will any of these items (or items of similar nature) be erected or placed on the event grounds?

Tent or canopy Yes No
 Fence Yes No
 Sign Yes No
 Bounce house Yes No If electric, where will item be plugged in? _____
 Other _____ Yes No If electric, where will item be plugged in? _____

If yes for any, give a detailed explanation under #5.

10. Safety and Security for Your Event:

Do you have the correct level of insurance for your specific event? Yes No

Please see the Special Events Insurance Form to ensure you have the proper coverage. You must submit the insurance certificate AND required endorsements to the City Clerk's Office at least 10 days before your event.

Do you need assistance from the Police or Fire Departments? Yes No If yes, please describe: _____

Tom Kocourak
Name of Security Coordinator

(920) 323-5215
Phone # before event

(920) 323-5215
Phone # the day of the event

Do you have a plan in place to deal with medical emergencies that may occur during your event? Yes No
 The City reserves the right to require a detailed written public safety plan.

11. Fees & Reimbursement: Unless waived by the Special Event Committee, the standard fees for all rentals and licenses will apply. The City may also require reimbursement for extraordinary expenses. Charges will apply for lost, stolen, or damaged equipment. **Stake Permit Fees, License Fees and Delivery Fees will not be waived.**

Is a waiver of some or all fees requested? Yes No

If yes, please explain what fees you desire waived or reduced and the reason(s): we Request that All fees be waived as this Event benefits the city and funds raised support the city zoo

Will money be collected, tickets or concessions sold, registration fees charged, or money raised in conjunction with the event?

Yes No

If yes, explain and list specific charges: \$5.00 per car to drive through light show.

What are your estimated revenues and what will the revenues be used for? Estimated Revenue including All income = 28,000 (net) used to support city zoo.

Please attach any additional information which you feel will assist the committee in evaluating your request. The City reserves the right to request a current financial report for the previous two years indicating all expenses and all revenues of the group/organization.

12. Legal Notice

I understand the filing of this application does not ensure approval of a Special Event. I also understand that all Special Event organizers and participants must comply with all applicable City ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities, temporary beer/wine licenses, stake and fireworks permits, and other necessary licenses and permits are in addition to the fees submitted for the Special Events Application. I further understand that an incomplete application may be cause for the denial of the event.

The undersigned agrees to indemnify and hold the City of Manitowoc harmless for any and all damage claims or personal injury claims occurring during this event. It is further agreed that all personal property of any kind brought on the premises shall be at the sole risk of the undersigned, and that the City of Manitowoc shall not be liable for any injury, loss or damage to said property or injury to any persons on the premises. The undersigned agrees to be responsible for any damage caused to said facility or equipment by mischief or negligence. By signing, I acknowledge that I have authority to bind the sponsoring organization and acknowledge that I have received, read and understand the Special Events Policy and agree to be bound by all requirements as stated in the Special Events Policy and it is hereby incorporated by reference into this signed agreement.

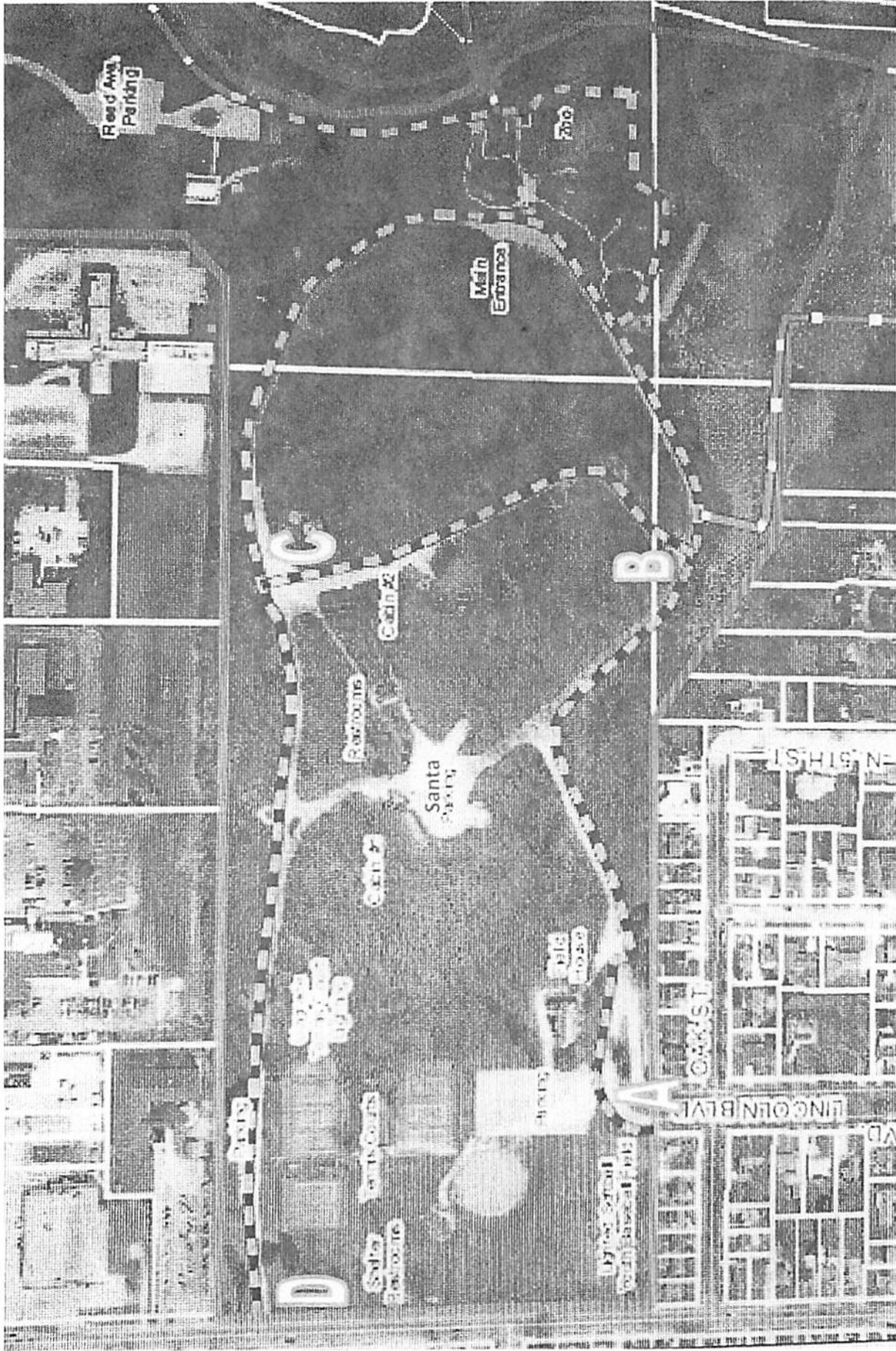
Date of birth of applicant 12/05/1945 -12-12-1952

Signature of Applicant: Thomas Rozowick
Betsy Rozowick

Date: 9/30/19
9/30/19

See Attached Event MAP AND List for
BARRICADES AND TRAFFIC CONES.

Lights in Lincoln Park Event Map



Participants attending the light show would enter at the north end of Lincoln Blvd. (A) and proceed east to the Cabin 2 Road (B) then proceed north to cabin 2 (C) and finally proceed west to 8th Street (D). On Friday nights before Christmas participants wishing to visit with Santa would stop at Cabin 1 from the north road before exiting the park onto 8th street.

Barricade and Traffic Cone delivery locations for Lights in Lincoln Park 2019.

Lights in Lincoln Parks Light Show will run from Friday, November 29th through Sunday, December 29th.

A total of 5 large street barricades will be needed at the locations listed:

- 3 barricades at the north end of Lincoln Blvd near the entrance to the Fieldhouse parking lot.
- 1 barricade at the 8th street entrance to Lincoln park.
- 1 barricade at the north entrance to cabin 1.

A total of 36 large traffic cones will be needed at the locations listed:

- 5 cones at the south park road and the south entrance to cabin 1.
- 6 cones at the south park road and the south end of the road that leads to cabin 2.
- 6 cones at the north park road and the playground area by cabin 2.
- 5 cones at the north park road and the north entrance to cabin 1.
- 4 cones at the 8th street entrance to Lincoln Park.
- 10 cones at the lights storage building.

Sandy Ronski

From: Penny Fabian
Sent: Thursday, September 19, 2019 10:16 AM
To: Karen Dorow; Katelin Dorow; Sandy Ronski; Curtis Hall; Vicki Rathack; Kathryn Schema
Subject: Lights in Lincoln Park 2019

Hello everyone,

I just spoke with Craig Kowalski in regard to the Lights in Lincoln Park .
Here are some details that he gave me I thought I would share with you as an FYI.

2019 Lights in Lincoln Park

9-19-2019

Craig Kowalski 793-4713

Full Dates: Nov. 29- Dec 28, 2019

Cost: \$5 per car (\$30 Bus ?)

Fri. Nov 29 – Sat. Dec 21st – Thur- Fri- Sat only.

Time: 5pm-8pm

Christmas Week (Mon-Sat): Dec. 23-24-25-26-27-28 5pm-8pm

Santa in Cabin 1 every *Friday* night 5p-8p (Free - Donations accepted)

Cookie Donation Drop off at the Senior Center. (Tony Pentar. Phone _____)

1ml/2ml Run/Walk – Sunday Dec. 29, 2019

*(1 mile if they go thru once, 2 miles if they go around twice) Start at Field House.
Pre-register at Sr Ctr OR day of at the LP Field House between 4-5p, Active.com
registration available but they won't be promoting that much.*

Time: 5pm (Registration at LP Fieldhouse from 4p – 5p)

Cost: Adults \$10 | Family \$15 | Children 16 and under Free.

This year every participant will get a participation metal (instead of a hat)
It'll be a Wolf this year. 4-diff colors. Nice metal. Each year a new animal.

NOTE: Dogs ARE allowed on a leash.

SPONSORS: Mary Tegan is still working on this.

Penny Fabian

Administrative Support Specialist
Manitowoc Senior Center | Recreation Department
Main: 920-686-3060 | Direct: 920-686-3063

Rental Contract Contract

City of Manitowoc - Public Works / Parks
 900 Quay St.
 Manitowoc, WI 54220
 Phone: (920) 686-3580
 FAX: (920) 686-6525
 Email: activenetinfo@manitowoc.org

Rental Contract #4295, Approved

Nov 14, 2018 3:26 PM

Company: Lincoln Park Zoological Society
 PO Box 321
 Manitowoc, WI 54221-0321



Agent: Mr. Doug Koch
 Email: dougadele7915@comcast.net

Customer Type: Customer
 Prepared By: Sandra Ronski

Home: (920) 684-7915

Charges Taxes Discounts Total Charges Deposits Deposit Taxes Total Payments Refunds Balance
 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0

RESERVATIONS

Event	Resource	Center	Notes
Lights in Lincoln Park Type: Administrative Booking Attend/Qty: 50	LP Cabin 1	Lincoln Park 1215 N 8th St Manitowoc, WI 54220 (920) 686-3580	--
Days Requested	Event Begins	Duration	Event Ends
Day Date			Date Time
Thursday Nov 7, 2019	9:00 AM	15 hours	Nov 8, 2019 12:00 AM
Friday Nov 8, 2019	9:00 AM	15 hours	Nov 9, 2019 12:00 AM
Saturday Nov 9, 2019	9:00 AM	15 hours	Nov 10, 2019 12:00 AM
Sunday Nov 10, 2019	9:00 AM	15 hours	Nov 11, 2019 12:00 AM
Monday Nov 11, 2019	9:00 AM	15 hours	Nov 12, 2019 12:00 AM
Tuesday Nov 12, 2019	9:00 AM	15 hours	Nov 13, 2019 12:00 AM
Thursday Nov 14, 2019	9:00 AM	15 hours	Nov 15, 2019 12:00 AM
Friday Nov 15, 2019	9:00 AM	15 hours	Nov 16, 2019 12:00 AM
Sunday Nov 17, 2019	9:00 AM	15 hours	Nov 18, 2019 12:00 AM
Monday Nov 18, 2019	9:00 AM	15 hours	Nov 19, 2019 12:00 AM
Friday Nov 29, 2019	9:00 AM	15 hours	Nov 30, 2019 12:00 AM
Saturday Nov 30, 2019	9:00 AM	15 hours	Dec 1, 2019 12:00 AM
Sunday Dec 1, 2019	9:00 AM	15 hours	Dec 2, 2019 12:00 AM
Monday Dec 2, 2019	9:00 AM	15 hours	Dec 3, 2019 12:00 AM
Tuesday Dec 3, 2019	9:00 AM	15 hours	Dec 4, 2019 12:00 AM
Wednesday Dec 4, 2019	9:00 AM	15 hours	Dec 5, 2019 12:00 AM
Thursday Dec 5, 2019	9:00 AM	15 hours	Dec 6, 2019 12:00 AM
Friday Dec 6, 2019	9:00 AM	15 hours	Dec 7, 2019 12:00 AM
Saturday Dec 7, 2019	9:00 AM	15 hours	Dec 8, 2019 12:00 AM
Sunday Dec 8, 2019	9:00 AM	15 hours	Dec 9, 2019 12:00 AM

Monday	Dec 9, 2019	9:00 AM	15 hours	Dec 10, 2019	12:00 AM
Tuesday	Dec 10, 2019	9:00 AM	15 hours	Dec 11, 2019	12:00 AM
Wednesday	Dec 11, 2019	9:00 AM	15 hours	Dec 12, 2019	12:00 AM
Thursday	Dec 12, 2019	9:00 AM	15 hours	Dec 13, 2019	12:00 AM
Friday	Dec 13, 2019	9:00 AM	15 hours	Dec 14, 2019	12:00 AM
Saturday	Dec 14, 2019	9:00 AM	15 hours	Dec 15, 2019	12:00 AM
Sunday	Dec 15, 2019	9:00 AM	15 hours	Dec 16, 2019	12:00 AM
Monday	Dec 16, 2019	9:00 AM	15 hours	Dec 17, 2019	12:00 AM
Tuesday	Dec 17, 2019	9:00 AM	15 hours	Dec 18, 2019	12:00 AM
Wednesday	Dec 18, 2019	9:00 AM	15 hours	Dec 19, 2019	12:00 AM
Thursday	Dec 19, 2019	9:00 AM	15 hours	Dec 20, 2019	12:00 AM
Friday	Dec 20, 2019	9:00 AM	15 hours	Dec 21, 2019	12:00 AM
Saturday	Dec 21, 2019	9:00 AM	15 hours	Dec 22, 2019	12:00 AM
Sunday	Dec 22, 2019	9:00 AM	15 hours	Dec 23, 2019	12:00 AM
Monday	Dec 23, 2019	9:00 AM	15 hours	Dec 24, 2019	12:00 AM
Tuesday	Dec 24, 2019	9:00 AM	15 hours	Dec 25, 2019	12:00 AM
Wednesday	Dec 25, 2019	9:00 AM	15 hours	Dec 26, 2019	12:00 AM
Thursday	Dec 26, 2019	9:00 AM	15 hours	Dec 27, 2019	12:00 AM
Friday	Dec 27, 2019	9:00 AM	15 hours	Dec 28, 2019	12:00 AM
Saturday	Dec 28, 2019	9:00 AM	15 hours	Dec 29, 2019	12:00 AM
Sunday	Dec 29, 2019	9:00 AM	15 hours	Dec 30, 2019	12:00 AM
Monday	Dec 30, 2019	9:00 AM	15 hours	Dec 31, 2019	12:00 AM
Tuesday	Dec 31, 2019	9:00 AM	15 hours	Jan 1, 2020	12:00 AM
Friday	Jan 3, 2020	9:00 AM	15 hours	Jan 4, 2020	12:00 AM
Saturday	Jan 4, 2020	9:00 AM	15 hours	Jan 5, 2020	12:00 AM

Summary

Notes

Total Number of Dates: 45
 Total Time: 675 hours

RESERVATIONS

Event		Resource	Center	Notes	
Lights in Lincoln Park Type: Administrative Booking Attend/Qty: 50		LP Cabin 2	Lincoln Park 1215 N 8th St Manitowoc, WI 54220 (920) 686-3580	--	
Days Requested		Event Begins	Duration	Event Ends	
Day	Date			Date	Time
Friday	Nov 29, 2019	9:00 AM	15 hours	Nov 30, 2019	12:00 AM
Saturday	Nov 30, 2019	9:00 AM	15 hours	Dec 1, 2019	12:00 AM
Thursday	Dec 5, 2019	9:00 AM	15 hours	Dec 6, 2019	12:00 AM
Friday	Dec 6, 2019	9:00 AM	15 hours	Dec 7, 2019	12:00 AM
Saturday	Dec 7, 2019	9:00 AM	15 hours	Dec 8, 2019	12:00 AM
Thursday	Dec 12, 2019	9:00 AM	15 hours	Dec 13, 2019	12:00 AM
Friday	Dec 13, 2019	9:00 AM	15 hours	Dec 14, 2019	12:00 AM
Saturday	Dec 14, 2019	9:00 AM	15 hours	Dec 15, 2019	12:00 AM
Thursday	Dec 19, 2019	9:00 AM	15 hours	Dec 20, 2019	12:00 AM
Friday	Dec 20, 2019	9:00 AM	15 hours	Dec 21, 2019	12:00 AM

Saturday	Dec 21, 2019	9:00 AM	15 hours	Dec 22, 2019	12:00 AM
Sunday	Dec 22, 2019	9:00 AM	15 hours	Dec 23, 2019	12:00 AM
Monday	Dec 23, 2019	9:00 AM	15 hours	Dec 24, 2019	12:00 AM
Tuesday	Dec 24, 2019	9:00 AM	15 hours	Dec 25, 2019	12:00 AM
Wednesday	Dec 25, 2019	9:00 AM	15 hours	Dec 26, 2019	12:00 AM
Thursday	Dec 26, 2019	9:00 AM	15 hours	Dec 27, 2019	12:00 AM
Friday	Dec 27, 2019	9:00 AM	15 hours	Dec 28, 2019	12:00 AM
Saturday	Dec 28, 2019	9:00 AM	15 hours	Dec 29, 2019	12:00 AM
Sunday	Dec 29, 2019	9:00 AM	15 hours	Dec 30, 2019	12:00 AM
Monday	Dec 30, 2019	9:00 AM	15 hours	Dec 31, 2019	12:00 AM
Tuesday	Dec 31, 2019	9:00 AM	15 hours	Jan 1, 2020	12:00 AM

Summary

Notes

Total Number of Dates: 21
 Total Time: 315 hours

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RESERVATIONS

Event	Resource	Center	Notes
Lights in Lincoln Park Type: Administrative Booking Attend/Qty: 130	LP Fieldhouse	Lincoln Park 1215 N 8th St Manitowoc, WI 54220 (920) 686-3580	--

Days Requested		Event Begins	Duration	Event Ends	
Day	Date			Date	Time
Saturday	Dec 28, 2019	9:00 AM	15 hours	Dec 29, 2019	12:00 AM
Sunday	Dec 29, 2019	9:00 AM	15 hours	Dec 30, 2019	12:00 AM
Monday	Dec 30, 2019	9:00 AM	15 hours	Dec 31, 2019	12:00 AM

Summary

Notes

Total Number of Dates: 3
 Total Time: 45 hours

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DISCLAIMERS

This includes the reserved facility only unless otherwise specified. It does not include any adjacent facilities such as but not limited to ball diamonds, tennis courts, open air shelters, concession stands, etc.