

WAIVER OF FEES APPROVAL FORM

APPROVAL DATE: 4/8/2024

RENTAL: Special Olympics Saturday Softball Practice

ORGANIZER: Manitowoc County Miracles Special Olympics

E-MAIL ADDRESS: anwuellner09@hotmail.com

RENTAL DATE: Saturday 6/1/24 through 9/7/24

LOCATION/DESCRIPTION: Westfield Park on Saturdays

COMMITTEE CONCERNS:

WAIVER OF FEES: Granted

COMMITTEE DECISION:

APPROVE	DENY
Dan Koski / ch Courtney Hansen / ch Eric Nycz / ch Jason Freiboth / ch Todd Blaser / ch	

ITEMS TO INCLUDE IN LETTER:



Wednesday, March 20, 2024

Special Event Application

Approval Status

Not Started

General Event Information

Event name	softball Practices
Location	Westfield
Date	Saturday, June 1, 2024
End date if multiple day event and additional dates if applicable.	09/07/2024 Every Saturday
Event time	8:00 AM - 4:30 PM
Setup date & time	Friday, June 7, 2024 06:30
Takedown date & time	Sunday, June 30, 2024 16:30

Applicant Information

Name of Applicant	Annette Wuellner
Organization name	Manitowoc County Miracles Special Olympics
Address	2402 FRANKLIN ST, APT 200 MANITOWOC, WI, 54220
Email	anwuellner09@hotmail.com
Phone number	(920) 652-4135
On-site contact name & phone number	Rob Brooks 920-629-1491

Event Details

If any questions are not applicable, you can leave them blank.

Event description

Practicing softball every Saturday from 6/1 to 9/7

Estimated total attendance 20

Vendors & Money Exchange

Events serving alcohol on City of Manitowoc property must apply for Extension of Premise/Temporary Class "B" License, and provide Liquor Liability to the Clerk's Office.

Route & Road Usage

Leave any of these blank if not applicable. Attach map at the end of application.

Event Structures

Safety & Security

Depending on the size and nature of the event, the City may require medical and security services. Organizers should have a first aid kit at the minimum. Events that serve alcohol must ensure patrons are 21 years or older and at least one licensed bartender is on site.

Equipment & Facility Requests

Facility request	Westfield
Athletic field request	Westfield
Est. equipment cost per day	0

Waiver of Fees

Waiver of Fees for park and streets rental items may only be requested by a nonprofit organization. Consideration for granted waivers include nonprofit status, tourism impact, cost of fees, and overall positive impact to the community. Waiver of Fees are at the sole discretion of the City and are not guaranteed. This waiver does not waive late application, late application, and cancellation fees. Parties that receive waivers shall list the City of Manitowoc and Visit Manitowoc as sponsors of the event.

Are you requesting a Waiver of Fees?

Yes, we are a nonprofit 501(c)(3) or acting on behalf of one

Why should this Waiver of Fees be granted?

so the special needs population can practice the sport We have always gotten the fees waived

Map

All Special Events must have a map. Clearly mark event elements including applicable street closures, park rental items, and routes.

Upload map and supporting documents



SO Brochure.doc

Legal Notice and Submission

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 Guidelines and 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.

Applicant date of birth

Wednesday, March 20, 2024

Sign

Annette Wuellner