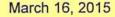


# M

## CITY OF MANITOWOC

WISCONSIN, USA www.manitowoc.org





Manitowoc Co. Breakfast on the Farm 4823 Thunder Rd.
Whitelaw, WI 54247

RE: Waiver of Fees

Gentlemen:

Your request to waive fees for use of picnic tables on June 12, 2016 for your annual breakfast, was acted upon by the Special Events Committee at the meeting of Monday, March 14, 2016.

At said meeting, the Committee unanimously recommended granting request for waiver of fees.

If you have any questions, please contact me at 920-686-6950.

Very truly yours,

Jennifer Hudon

City Clerk

JH:dan

cc: Karen Dorow, Business Manager Sandy Ronski, Operations Clerk II







### SPECIAL EVENT COMMITTEE APPROVAL FORM

ORGANIZER: Manitowoc County Breakfast on the Farm - Bill Neumann

EVENT NAME: WAIVER OF FEES: Breakfast on the Farm

**MEETING DATE: 3/14/2016** 

**EVENT DATE: 6/12/2016 NEW OR RECURRING: Recurring** LOCATION/DESCRIPTION: Use of 30+ picnic tables. Event organizers pick up picnic tables at Parks shop & return them there. **ESTIMATED CITY COSTS: ESTIMATED EVENT HOLDER CHARGES:** STREETS LATE APPL. FEE **PARKS** 630 **LICENSES** RECREATION STAKE PERMIT FIRE **DELIVERY CHARGES** POLICE (if delivery requested) TOTAL 630 TOTAL COLLECTED 0 COMMITTEE CONCERNS: COMMITTEE DECISION: **APPROVE** DENY **COUNCIL ACTION REQUIRED:** ITEMS TO INCLUDE IN LETTER:

# MANITOWOC PARKS DEPARTMENT SPECIAL CONSIDERATION FOR WAIVER OF PART OR ALL FEES FOR USE OF CITY FACILITIES OR EQUIPMENT

Groups or organizations requesting special consideration for waever 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 Parks & Recreation Committee and the group or organization will be notified within 15 days of submitted request.

A CURRENT FINANCIAL REPORT FOR THE PREVIOUS TWO (2) YEARS INDICATING ALL EXPENSES AND ALL REVENUES OF THE GROUP/ORGANIZATION MUST ACCOMPANY THIS FORM PRIOR TO THE COMMUTTEE REVIEWING THE REQUEST.

### ALL QUESTIONS MUST BE ANSWERED

ı	Name of club/organization making request MTWC Co Breakfast on the Farm Address 4323 Thunder Rd whitelaw with Telephone 920 973-6729
2.	Names of club officers: Name Address Telephone  President Decky Salm Cleveland 920-557-2505
	Secretary Christie McFarland
	Treasurer Staron Stagen Valders 920 686-9995
3.	Facility requested: NA
	Equipment requested: premee to bles (30+ picked up @ Parks shop
4.	Specific dates and hours facility/equipment will be used Date 6-12-16 Hrs. 8AM - noon
5.	Please explain your request, as to what fees you desire waived or reduced and reasons. please weine will free - we will public up a neturn them to you.
ń	Which do you consider your group to 'se'?  A. Community service B. Noa-profit A. C. Private business  D. Club or organization A. E. Other, please explain
7.	Will money be collected, tickets sold, corous dons sold or money to sed in conjunction with the event?  Yes: * No
r	11 #7 is "yes." explain and list specific charges. Here is a charge for The med
4)	What will revenue he is sed for? to premote the closing industry + our youth who we involved. Educate the public or will
10.	Do you wish to meet personally with the Bourd/Committee to discuss this request? Yes No X If "yes," plants provide the following it formation of individual to contact.  Isame Address Telephone
Signed	a = ca = cd
Please	attach any additional information which you feel will assist the commutee in evaluating your request.
When 54220.	completed, this form is to be returned to the Manitowice Parks Department, 2655 S. 35th St. Manitowice, W1
Comm	attee Action   Approved   Denied   Date