

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 10/24/2018

EVENT NAME: Halloween Zoo Boo

ORGANIZER: City of Manitowoc Recreation Division - Denise Larson

EVENT DATE: 10/27/2018

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Games, activities, refreshments (supplied by HP Enterprises) at zoo;
use of tables & tents

ESTIMATED CITY COSTS:

POLICE	
FIRE	
PARKS	255
RECREATION	
STREETS	
TOTAL DEPT. COSTS	255

ESTIMATED EVENT HOLDER CHARGES:

LATE APPL. FEE (<60 days)	
DELIVERY CHARGES	125
(if delivery requested)	
WAIVED -ROOM TAX	380
NON-WAIV. STAKE PERMIT	

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE

DENY

TMB
[Signature]
[Signature]
[Signature]

COUNCIL ACTION REQUIRED:

--

ITEMS TO INCLUDE IN LETTER:

--