

WAIVER OF FEES APPROVAL FORM

APPROVAL DATE: 6/12/2024
RENTAL: Elktoberfest
ORGANIZER: Manitowoc Elk's Lodge #687
E-MAIL ADDRESS: traharley@yahoo.com
RENTAL DATE: 9/28/2024

LOCATION/DESCRIPTION: Bandshell and 10 picnic tables for organization fundraiser to support Incourage, the Humane Society and Manitowoc County Vets.

COMMITTEE CONCERNS:

WAIVER OF FEES: Granted

COMMITTEE DECISION:

APPROVE	DENY
Courtney Hansen / ch Todd Blaser / ch Jason Freiboth / ch Brock Wetenkamp / ch	

ITEMS TO INCLUDE IN LETTER:



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

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 organization will be notified by e-mail or letter of the decision. Organizations must be current on all financial accounts with the City of Manitowoc.

MAY 30 2024

ALL QUESTIONS MUST BE ANSWERED

CITY OF MANITOWOC
ENGINEERING

Name of event: ELK TOBERFEST

1. Name of club/organization making request MANITOWOC ELK'S LODGE # 687
 Address P.O. BOX 95 MANITOWOC WIS. 54220 Telephone 920-323-9945
 Email FOA HARLEY @ YAHOO.COM

ALL
MANITOWOC
→

2. Names of club officers: Name Address Telephone
 President TIMOTHY SHRENS 1258 ARLINGTON AVE 920-523-9945
 Secretary JANARA MOUNTIAN 2329 VIRGINIA DR 920-684-2950
 Treasurer JENNIFER LEUTNER 1430 LEE CIR. 414-550-2487

3. Facility requested: _____ # of people _____
 Equipment requested: 10 PICNIC TABLES, BAND SHELL / STAND

4. Specific dates and hours facility/equipment will be used: Date(s) 9/28/24 Hrs. 8

5. Please explain your request, as to what fees you desire waived or reduced and reasons: THE ELKS LODGE IS RAISING FUNDS FOR 3 DIFFERENT ORGANIZATIONS, INCOURAGE (DOMESTIC VIOLENCE CENTER) HUMANE SOCIETY, AND THE MANITOWOC COUNTY VETS. ALL PROCEEDS FROM →

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
THEIR WILL BE CONCESSIONS (FOOD, SODA, BEER) BASKET RAFFLES, 50/50 RAFFLES AND GAMES

9. What will revenues be used for?
INCOURAGE (DOMESTIC VIOLENCE CENTER) HUMANE SOCIETY, MANITOWOC COUNTY VETS

10. Do you wish to meet personally with the Committee to discuss this request? Yes No

Signed [Signature] Date 5/30/24

Please attach any additional information which you feel will assist the committee in evaluating your request.



THIS EVENT WILL BE SPLIT BETWEEN THESE NEEDY CHARITIES. WAIVING
THE FEE'S MEANS MORE FUNDS FOR THE CHARITIES LISTED