

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 10/9/2024

EVENT NAME: Brutal Wear Tennis Open

ORGANIZER: Lakeshore Screenprinting - Debbie Seehafer

E-MAIL ADDRESS: dseehafer@comcast.net

EVENT DATE: 8/8-10/2025

NEW OR RECURRING: recurring

LOCATION/DESCRIPTION: Tennis tournament taking place at Lincoln Park from a Friday to Saturday

COMMITTEE CONCERNS:

WAIVER OF FEES: Not granted

COMMITTEE DECISION:

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

COUNCIL ACTION REQUIRED:

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ITEMS TO INCLUDE IN LETTER:

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Thursday, August 1, 2024

Special Event Application

Approval Status

Not Started

General Event Information

Event name	Brutal Wear Open Prize Money Tennis Tournament
Location	Lincoln Park tennis courts
Date	Friday, August 8, 2025
End date if multiple day event and additional dates if applicable.	08/10/2025
Event time	8:00 AM - 10:00 PM
Setup date & time	Thursday, August 7, 2025 13:00
Takedown date & time	Sunday, August 10, 2025 18:00

Applicant Information

Name of Applicant	Debbie Seehafer
Organization name	Lakeshore Screenprinting
Address	1820 S. 26th Street Manitowoc, WI, 54220
Email	dseehafer@comcast.net
Phone number	(920) 629-1375
On-site contact name & phone number	Debbie-920-629-1375

Event Details

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

Event description

Brutal Wear Open Prize Money Tennis Tournament- In its 18th year, this sanctioned United States Tennis Association tournament brings to Manitowoc players from all over the state and country. It has also brought players world-wide. Many years we've had professional players on the tour ranked as high as #10 in the world.

Estimated total attendance 100

Estimated total attendance from outside Manitowoc 70

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.

Select all that apply to the event

Food or drink sales

Charging admission or registration

Expected revenue 0

Revenue will be used for

Though there is a registration fee for all players, and we do take in a small amount of money through concessions for the general public, our expenses greatly exceed any income. We actually lose money on the tournament but our goal of bringing competitive tennis to Manitowoc is why we continue to hold it.

Route & Road Usage

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

Where are cars parking?

the north and south parking lots near Lincoln Park's tennis courts

Event Structures

Select all that apply

Ground stakes greater than 6 inches

Tent(s)

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

Lincoln Park Concession Stand with Open-Air shelter beside it. Need the 8 tennis courts.

Est. equipment cost per day 0

Equipment request notes

Per Brock, I am told that there is 2 garbage cans between courts 6 and 7 as well as 2 picnic tables under the open air shelter between courts 6 and 7. There are 5 picnic tables under the open-air shelter by the bathrooms, and 6 picnic tables on the grass near the bathrooms. There is also 1 garbage can and 1 recycling bin under the open air shelter by the bathrooms. Since this equipment is already put in place, we will not be needing any additional. However, ideally with any tennis facility, there should always be two benches per court. This allows for doubles matches to have proper seating for each team. But as long as there is at least one bench per court, that will suffice.

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?

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



Lincoln Park Tennis Court Ma....pdf

Questions and comments

The uploaded map above should also have highlighted the open air shelter between courts 6 and 7. Thank you.

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

Sign

