



VILLAGE OF ALLOUEZ  
RUNS/WALKS AND SPECIAL EVENT APPLICATION/PERMIT  
Parks and Recreation Department · 1900 Libal St. · Allouez, WI 54801

Application Submittal fee: \$25 for Allouez Residents / \$50 for Non-Allouez Residents

This application must be submitted with payment for approval no less than four (4) weeks prior to date of the event.

Complete the following information:

Is this a re-occurring event?  YES  NO (New applications must be approved by the Village Board)

\*As of August 7, 2010 the Village Administrator, with department head recommendation, is authorized to approve reoccurring events. Village Board will be notified of the event.

ORGANIZATION/LEAGUE NAME: ALLOUEZ OPTIMIST CLUB

Individual  Partnership  Corporation  Association

EVENT NAME: ALLOUEZ FEST

Main Contact: JACOB JIRSCHLE Email: jacob.jirschle@associatedbank

Address: PO BOX 818 City/State/Zip: GREEN BAY WI 54308

Primary Phone: 920-819-7651 Other Phone: 920-433-3202

EVENT INFORMATION

Date of Event: JUNE 13th Time of Event: Start Time: 10:00 am/pm am  
End Time: 3:00 am/pm pm

Number of participants/spectators expected: 1500

Please provide the Village with brief information on your event (i.e. what is your event, what groups/charities does it support, etc.)

36th Annual car show to raise funds for the Allouez Optimist Club. The club supports local youth activities.

Please answer the following questions:

1.) Is this event a run/walk?  YES  NO

\*\* If YES, please continue with questions below. If NO please skip to question 2.

1a.) Location or route of event (please include map) \_\_\_\_\_

1b.) How will the route be marked? \_\_\_\_\_

1c.) How will route monitors be identified? \_\_\_\_\_

1d.) Other traffic control provisions? \_\_\_\_\_

2.) Will you need stand-by rescue services?  YES  NO

\*\* If YES stand-by Allouez rescue squad service is requested, \$375.00 per hour is charged. If you request police coverage, you must contact Brown County Sheriff's Department and arrange for coverage with them. Allouez does not provide police coverage.

3.) Will you be selling any goods?  YES  NO

\*\*If YES a vendor permit is required and village board approval. Extra fees will apply for this.

4.) Will you be selling any alcohol?  YES  NO

\*\*If YES a temporary sellers permit is required and village board approval. Extra fees will apply for this.

5.) Will you be requiring any Village Facilities?  YES  NO

\*\*If YES please complete a Facility Reservation Form. Extra fees will apply for this.

6.) Will you be requiring any Village Athletic Fields or Courts?  YES  NO

\*\*If YES please complete an Athletic Facility Reservation Form. Extra fees will apply for this.

**Conditions of Permit:**

- 1.) All street intersections along the event route are to be supervised by person 19 years of age or older.
- 2.) Events will allowed only during daylight hours.
- 3.) No events will be allowed during regular week day rush hours.
- 4.) The Village of Allouez will not provide barricades for any events; however the Village will provide traffic cones on an availability basis. The cones must be picked up and returned by the event sponsors. The Village will charge for any missing traffic cones. The village may require a cash deposit from which the cost of missing cones will be deducted.
- 5.) For all walk/run events, any permanent markings of course is prohibited. Event organizers shall use only temporary signs, paint, chalk, etc.
- 6.) The permittee at its sole cost shall obtain and maintain general liability insurance for the activity in the minimum amount of \$1,000,000.00 for damages arising out of personal injuries to any one person and \$250,000.00 for damages to property, in any one accident, and shall furnish the Village with a certificate of insurance naming the Village as an additional insured not less than five (5) business days prior to the start of the event. The permittee (and in case of individuals, partnership and associations, the names responsible person and the person signing this agreement) shall indemnify and save harmless the Village and its officers, employees, and representatives, against any and all injuries and damages to persons and property, and shall defend, indemnify and save harmless the Village and its officers, employees and representatives from any and all claims, demands, suits, actions, costs, expenses and proceedings of every kind and nature, except for claims for injuries and/or damages caused in whole by the negligence of the Village, its officers, employees or representatives, which in any way results from or arise out of such activity.
- 7.) **MUSIC/DISCO JOCKEYS/NOISE:** Ord. 302-5 The use of sound amplifiers outside buildings within the Village of Allouez is prohibited without a permit to do so from the Village. A sound amplifier shall not be operated between 10pm-7am or in the vicinity of churches while services are being conducted or near schools that are in session. The village may order a reduction in the volume of an amplifier on complaint being made by a citizen, or when such loud speaker is a nuisance because of the volume, the method in which it is being used, or the location in which it is being operated. Disc Jockeys and Bands are welcome inside Green Isle Park pavilion.
- 8.) **PORTABLE TOILETS:** When crowd size exceeds the capacity of the permanent toilet facilities, additional toilet facilities must be provided by the renter. There shall be 1 toilet unit for every 100 people. Toilets must be removed following the end of the event. Portable toilets that are on site must also be pumped out by the renter during the event, if necessary, and after the event.
- 9.) **SALES:** No person shall vend, sell or offer for sale any food, beverage or other commodity or article to the public without authorization from the Village Board. Individuals or groups obtaining such authorization are responsible for obtaining all necessary permits/licenses for their function.

*[Signature]*                      1/26/2021  
 Signature of Responsible Person                      Date

Date of Approval by Village: 1-29-21                      Signature of Administrator: *[Signature]*

**STAFF APPROVAL:** Review for other events that may conflict with this request, street repairs/construction that may interfere or if rescue services are requested. Please approve with signature and date below.

Public Works Director: <u><i>[Signature]</i></u>	Assistant Fire Chief: <u><i>[Signature]</i></u>
Park and Recreation Director: <u><i>[Signature]</i></u>	DEO Officer: <u><i>[Signature]</i></u> #237

*(only if they invite me)*



Complete the following information:

Name of Group or Individual: ALLOUEZ OPTIMIST CLUB

Please Check the Category you or your group is associated with (Category Descriptions Below):

Category 1 Category 2 Category 3

Email: jacob.jinschale@associatedbank.com

Address: PO BOX 818 City/State/Zip: GREEN BAY WI 54308

Primary Phone: 920-819-7651

Other Phone:

FACILITY RENTAL INFORMATION

Open Air Shelters: Langlade Park Kiwanis Park

Gazebos: Wiese Gazebo East Wiese Gazebo West

Enclosed facilities: Village Hall (No Online Rental) Green Isle Park

Date of Event: 6/13/2021 Private Event [ ] Open to the Public [X]

Reserve Time: Start Time: 7 am/pm End Time: 4 am/pm

Type of Rental (i.e. wedding, party, reunion, etc.): ALLOUEZFEST CAR SHOW & PICNIC

Number of persons attending: HOPEFULLY A FEW THOUSAND

RENTAL DETAILS (for special events only):

Will alcoholic beverages be served? YES NO

Do you plan to sell alcohol? YES NO

Will there be amplified sound/music (i.e. live band, DJ, stereo system, etc.) YES NO

If yes, what type: D.J.

What time? From 10 am/pm to 3 am/pm

Will you use a grill, fryer, booyah kettle or other cooking utility? YES NO

Will you be selling any goods? YES NO

Category Descriptions

Category 1: Government Agencies, Non-Profit Organizations, Recreational Groups within the Village of Allouez.
\*Category 1 groups must make reservation at Village Hall and must show proof of exempt status at time of reservation.

Category 2: Village of Allouez Residents, Charitable Groups within the Village of Allouez, Schools.

Category 3: Non-Residents of Allouez, For-Profit Businesses.

Examples:

Government Agencies: Department of Transportation, Department of Natural Resources, Brown County Library.

Non-Profit Organizations: (any group with 501 (c) (3) status): Boy/Girl Scouts, Youth Association Groups, YMCA.

Charitable Groups within the Village of Allouez: (any group without 501 (c) (3) status): Special Interest Groups, Church Organizations, Sports Teams/Clubs.

Non-Residents of Allouez: Any individual who lives outside of the Allouez Village limits.

For-Profit Businesses: Any group or individual who operates for a profit.



VILLAGE OF ALLOUEZ  
 FACILITY RENTAL APPLICATION  
 RESERVATION FEES

The Lessee agrees to exercise due care in the preservation of the premises and to prevent loitering and presence of unauthorized persons during all usage periods. The Lessee hereby agrees to remit the rental fee and be held responsible for any and all damages to persons, property, and premises.

Lessee shall indemnify and hold harmless the Lessor from any and all damage, loss, liability of any kind whatsoever occasioned upon and/or within the leased premises, or ways or walks adjacent thereto, by reason of any injury to persons or property caused or alleged to be caused by any act or omission, neglect, or wrongdoing of the Lessee or any of his, her and/or its officers, agents, representatives, assigns, guests, employees, invitees, or other persons admitted by the Lessee to the premises. The Lessee will, at his, her and/or its own cost and expense, defend and protect the Lessor against any and all such claims or demands, including attorney's fees.

[Signature]      3/8/2021  
 Signature of Lessee      Date

FOR OFFICE USE ONLY: Approved by: _____	Date: _____
Rental Fee: \$ _____	Date Paid: _____ Receipt #: _____
Security Deposit: \$ _____	Date Paid: _____ Receipt #: _____
Security Deposit Returned Date: _____	Check #: _____
Date Key Issued: _____	Date Key returned: _____

**RENTAL FEES**

(All Fees & Deposits are due at time of reservation!)

	Category 1	Category 2	Category 3
<b>Green Isle Park: Available Sun-Sat 9:00 am - 10:00 pm</b>			
1/2 Day A.M. Rental: 9:00am-3:00pm	\$120	\$120	\$150
1/2 Day P.M. Rental: 4:00pm-10:00pm	\$120	\$120	\$150
Full Day Rental: 9:00am-10:00pm	\$200	\$200	\$260
Hourly Rental:	\$20 per Hour	N/A	N/A
Refundable Security Deposit:	\$250	\$250	\$250
<b>Village Hall: Available Mon-Fri 7:30am-3:30pm Sat &amp; Sun 10:00am-6:00pm</b>			
Mon-Fri Rental	\$0	\$50	\$75
Weekday After Hours Hourly Rental *Max 4 hour rental.	\$7 per hour	N/A	N/A
Saturday & Sunday Full Day Rental	\$25	\$75	\$100
Refundable Security Deposit	\$100	\$100	\$100
<b>Open Air Shelter &amp; Gazebos: Sun-Sat 9:00 am - 10:00 pm</b> *Open Air Shelters at Langlade & Kiwanis *Gazebos at Wiese Park East & West			
Full Day Rental: 9:00am-10:00pm	\$35	\$35	\$45
Refundable Security Deposit:	\$100	\$100	\$100

\*Interested in renting a park facility that is not listed please call the Allouez Parks, Recreation, & Forestry Dept. at: (920)448-2804



## VILLAGE OF ALLOUEZ FACILITY RENTAL APPLICATION RESERVATION AND GUIDELINES

Please read through all of the policies and procedures prior to your rental.

**AFTER-HOURS STAFF CONTACT:** If, during your rental period at Green Isle Park, you have a maintenance issue that must be addressed immediately, please call 920-676-7277. Rentals at Allouez Village Hall or Open Shelter/Gazebo rentals should contact, in the following order, Village of Allouez Park Employee at: 920-621-8760, 920-621-8739, 920-819-6715

**RENTAL PROCEDURES:** Reservations are made on a first come, first serve basis for the upcoming year and are available to be made on first Monday in April for all Allouez rental facilities. Rentals can be made Online at: [allouez.reedesk.com](http://allouez.reedesk.com) or in person at Allouez Village Hall (1900 Libal St.) during business hours. Requests should be made at least 10 business days prior to the event. Some special events are given special consideration. All rental fees and deposits are due at the time of reservation. All deposits will be refunded within 2 weeks of the rental. Village Hall and Green Isle Park are available for rental year round. All open air shelters are available May 1 – September 30. All Village rentable areas will be closed on all major holidays, including New Year's Day, Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Friday after Thanksgiving, Christmas Eve, Christmas, and New Year's Eve. Village of Allouez departments have first priority in reserving all facilities.

**CANCELLATIONS:** In the event of a cancellation, a \$40 cancellation fee will be charged for any cancelled reservation occurring 15 working days prior to the reservation date. Any cancellation occurring less than 10 working days prior to the reservation date will forfeit the full rental amount, but will be refunded the security deposit.

**ADMISSION:** No admission fee, donation, contribution or other charge shall be made or permitted to be made or collected by the renter/organization for admission to a building or park without prior permission.

**PARKING:** Code 322-2 It shall be unlawful for any person to park any motor vehicle upon such public park grounds except within the limits of clearly marked parking areas, and except as allowed by permit issued by the Village Board.

**KEYS:** The person in charge of the rental will be responsible for obtaining the key to the Village Hall, Langlade, and Kiwanis parks. The key must be picked up at the Village Hall (Located at 1900 Libal St.) during regular business hours within 3 days of the rental date. The key must be returned to Allouez Village Hall the week following your rental. The Village of Allouez will not refund any deposit until the return of the facility key, failure to return the key will result in the loss of the security deposit. \*No key is required for Green Isle Park rentals!

**RENTAL HOURS:** Open Air Shelter and Gazebos rental hours are 9:00 am – 10:00 pm. The Allouez Board Room is available for rental Monday through Friday, 7:30 a.m. – 3:30 p.m and Saturday and Sunday 10:00am-6:00pm. Green Isle Park is available daily 9:00am-10:00pm. All Village rentable spaces are available when not in use by village sponsored programs. Premises must be cleaned and vacated by the closing time on the rental date.

**SETUP/CLEANUP AND DAMAGE:** Premises must be cleaned and vacated by the ending time stated on this contract. It is important to allow for set-up and clean-up time when deciding your hours of usage because the rental fee is based on your total time in the room. The renter is required to set-up and take down all tables, chairs, decorations, and personal equipment at the Green Isle Park and Village Hall. The renter is required to set-up and take down all decorations and personal equipment at Open Air Shelters and Gazebos. Renter is responsible for cleaning all areas utilized, including wiping off tables & chairs, removing all decorations, sweeping/spot mopping floors at Village Hall and Green Isle Park. Caterers will share in the responsibility for the use and clean-up of the premises. The facility is expected to be left in the same condition the renter found it. If additional cleanup is required as a result of a rental or event, the labor cost will be charged to the renter accordingly and withheld by way of the security deposit paid at the time of reservation. The Village of Allouez and its staff shall not be liable for lost, stolen or damaged property, personal injuries, or other loss at any reserved facility.

**DECORATIONS:** Decorations may be put up, but must be taken down without damaging the walls, woodwork, ceiling, windows, or window coverings. Tape, tacks, staples, nails and screws are prohibited. White mounting putty is permissible, but must be completely removed after use. No open flame devices are allowed, which included candles, hurricane lamps, lanterns, chafers, etc. Dance wax or any other types of dancing compounds are not allowed. The renter must remove decorations immediately following event.

**ELECTRICITY:** Electricity usage for heating elements needs to be spread throughout the facility. More than one electric roaster or crockpot plugged into a duplex outlet box may trip circuit breakers. Please plan accordingly.

**BOOYAH/FISH BOILS/PIG ROASTS:** These kinds of activities are allowed, but must not cause damage to park property if the cooking takes place on-site (turf, concrete, etc.) Catered events are typically permissible since cooking does not take place on-site. The Green Bay Metro Fire Department must be notified if open fires are involved in the cooking process.

**SMOKING/ALCOHOL POLICY:** Code 145-22 No person shall, in any public park or facility within the Village of Allouez consume any alcoholic beverage, except within the boundaries of Green Isle Park (Code 145-23 (C)). If alcohol will be sold, a temporary liquor license is required through the village clerk. Code 195-10 The use of smoking-related products and electronic smoking devices shall be prohibited on all Village public parklands and trails.

**PETS:** Code 151-6 (A) Pets are allowed in parks and parkways while on leash. Pets shall not be allowed in park buildings, playgrounds, picnic areas, or sport fields.

**METAL DETECTORS:** Metal detectors are allowed in Village parks. Code 322-5 (E) No person shall, in any public park within the Village of Allouez dig or break up the ground surface anywhere except as allowed by permit issued by the Village Board.

**OPEN FIRES:** Code 322-6 No person shall, in any public park within the Village build any fire except in a fireplace or approved grill, or dispose of live embers of any fire in any place where embers may start a grass or forest fire or endanger public health or safety.

**SPORT FACILITIES:** Athletic fields, including ball diamonds and soccer fields, are not included with open air shelters reservations. To rent an athletic field and obtain a permit, contact the Village Park, Recreation and Forestry department.

**PORTABLE TOILETS:** When crowd size exceeds the capacity of the permanent toilet facilities, additional toilet facilities must be provided by the renter. There shall be 1 toilet unit for every 100 people. Toilets must be removed following the end of the event. Portable toilets that are on site must also be pumped out by the renter during the event, if necessary, and after the event.

**SALES:** No person shall vend, sell or offer for sale any food, beverage or other commodity or article to the public without authorization from the Village Board. Individuals or groups obtaining such authorization are responsible for obtaining all necessary permits/licenses for their function.

**PUBLIC ACCESS - OPEN AIR SHELTERS:** Park land and public restrooms (those with outside access) are open to the public. A reservation gives exclusive use of specified shelters.

**TENTS:** Canopy-style tents with no stakes are allowed.

**MUSIC/DISC JOCKEYS/NOISE:** Code 302 The use of sound amplifiers outside buildings within the Village of Allouez is prohibited without a permit to do so from the Village. A sound amplifier shall not be operated before 9:00 am or after 9:00 pm or in the vicinity of churches while services are being conducted or near schools that are in session. The village may order a reduction in the volume of an amplifier on complaint being made by a citizen, or when such loud speaker is a nuisance because of the volume, the method in which it is being used, or the location in which it is being operated. Disc Jockeys and Bands are welcome inside Green Isle Park pavilion.

**SECURITY:** Security is the responsibility of the renter. The village is not responsible for the safety of individuals attending or participating in an event. Professional security will be required for all events over 500 people at a ratio of 1 guard for each 500 people, or fraction of 500 people.

**CERTIFICATE OF INSURANCE:** A certificate of insurance is required for rentals open to the public. The certificate of insurance must give evidence of proper liability insurance, naming the Village of Allouez as an additional insured in the amount of \$2 million. The certificate of insurance must be on file 2 weeks prior to the rental. A copy of an insurance policy is not acceptable.

**GREEN ISLE PARK PAVILION:** Includes heat, bathrooms, kitchen facilities with stove, oven, and refrigerator, electricity, tables, chairs to seat approximately 150 people, and use of the gazebos and grill. The Maximum capacity is 199.

\*For Green Isle Park ONLY, a Parks Department Employee will meet you at the Pavilion at the start time indicated on your contract. They will open all doors, show you around the Pavilion and let you know how you can reach them during your rental in case you need assistance. They will come back one-half hour before the end time indicated on your contract to ensure that clean-up has begun and that you will be finished at the Pavilion at the end time as stated on your contract.

**VILLAGE BOARD ROOM:** Must be rented in person. The Village Hall may not be used for the following political activities: campaigning, recall activities or fundraising. Listening sessions and candidate debates are allowed. Consists of approximately 80 chairs, 5 tables, projector, and projector screen. No alcohol allowed!

**GAZEBOS/OPEN-AIR/SHELTERS:** Facilities rented during the months of May through September. Includes restrooms (where applicable), picnic tables, and garbage cans. No alcohol is allowed!

The Village of Allouez shall not be liable for any injuries, deaths, or property damage from the use of the above - stated facility.

It is understood that a police officer (s) and any other official employee of the Village of Allouez has the right to enter the premises at any time.

**IF YOU DO NOT UNDERSTAND OR HAVE QUESTIONS REGARDING ANYTHING ADDRESSED IN THIS CONTRACT, PLEASE CONTACT THE ALLOUEZ PARK & RECREATION DEPARTMENT AT 448-2804. PLEASE CONTACT THE OFFICE PRIOR TO SIGNING THE AGREEMENT OR WITHIN A REASONABLE AMOUNT OF TIME PRIOR TO YOUR RENTAL SO THAT THERE ARE NO MISUNDERSTANDINGS ABOUT THIS AGREEMENT.**



Allouez Village Hall • 1900 Libal Street • Green Bay, WI 54301-2453 • (920) 448-2800 • Fax (920) 448-2850

### NOISE VARIANCE PERMIT APPLICATION

*Completed application must be filed with the Village Administrator 30 days prior to the event or activity. The Village Administrator may waive the time limit when compliance therewith is impractical.*

Type of Event/Activity: ALLOUEEFEST PICNIC & CAR SHOW

Date(s) of Event/Activity: 6/13/2021 Time(s) of Operation: 10-3

Location of Event: GREEN ISLE # of people attending (approx.): 1-2K

Reasonable measures that will be taken to minimize noise & reduce impact to neighbors: YES

Noise generating equipment that will be used: DJ WITH SPEAKERS

Person in charge of & responsible for the event/activity: JACOB JIRSCHKELE

Address: PO BOX 818 GB 54305 Contact phone #: 920-819-7651

[Signature]  
Applicant's Signature

3/8/2021  
Date

\*\*\* All additional police service expenditures will be billed to applicant \*\*\*

§ 302-5: The use of sound amplifiers outside buildings within the Village of Allouez is prohibited without a permit to do so from the Village. The Village shall not grant a permit to use a sound amplifier during nighttime hours (10:00 p.m. to 7:00 a.m.) or to operate such sound amplifier in the vicinity of health facilities, churches while services are being conducted, or schools which are in session. The Village may order a reduction in the volume of such sound amplification on complaint being made by a citizen or when such sound amplification is a nuisance because of the volume, the method in which it is being used, or the location in which it is being operated.

<u>[Signature]</u>	<b>OFFICE USE ONLY</b>
<input checked="" type="checkbox"/>	DEO approval after consultation
<input type="checkbox"/>	Village Board approval



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[www.villageofallouez.com](http://www.villageofallouez.com)

On Tuesday, March 15<sup>th</sup>, 2021, I, DEO Jason Vogel, reviewed the Noise Variance Permit Application completed by Allouez Optimist Club member Jacob Jirschele for the Optimist AllouezFest Car Show & Exhibit for the date of June 13<sup>th</sup>, 2021. This is an annual even held in Green Isle Park. AllouezFest is applying for a DJ to be playing amplified music from the hours of 10am to 3pm on this Sunday. Jacob Jirschele has provided his contact information and is listed as the contact person if there is an issue.

I have spoken with Jacob who states volume will be monitored to ensure a reasonable level of volume and to contact him if there are any issues. I could not find any complaints made from the 2019 Allouezfest. At this time I am requesting an approval for this Noise Variance Permit Application.

Deputy Jason Vogel  
Direct Enforcement Officer  
Village of Allouez



Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ \_\_\_\_\_

Application Date: 3/8/2021

Town [ ] Village [x] City of ALLOUEZ

County of BROWN

The named organization applies for: (check appropriate box(es).)

- [x] A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
[ ] A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10 AM and ending 3 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) ->

- [x] Bona fide Club [ ] Church [ ] Lodge/Society
[ ] Chamber of Commerce or similar Civic or Trade Organization
[ ] Veteran's Organization [ ] Fair Association

(a) Name ALLOUEZ OPTIMIST CLUB

(b) Address PO BOX 818 GREEN BAY WI 54305
(Street) [ ] Town [ ] Village [x] City

(c) Date organized 1976 ??

(d) If corporation, give date of incorporation 1976 ??

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: [ ]

(f) Names and addresses of all officers:

President CHRIS ROBINSON

Vice President MARC BELANGER

Secretary DAVID TIMM

Treasurer JACOB JIRSCHLE

(g) Name and address of manager or person in charge of affair: JACOB JIRSCHLE, PO BOX 818, GB WI 54305

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number GREEN ISLE PARK, ALLOUEZ

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_

3. Name of Event

(a) List name of the event ALLOUEZFEST PICNIC + CAR SHOW

(b) Dates of event 6/13/2021

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

ALLOUEZ OPTIMIST CLUB
(Nemo of Organization)

Officer [Signature] 3/8/2021 Officer \_\_\_\_\_
(Signature/date) (Signature/date)

Officer \_\_\_\_\_ Officer \_\_\_\_\_
(Signature/date) (Signature/date)

Date Filed with Clerk \_\_\_\_\_ Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_ License No. \_\_\_\_\_

## Additional Information

### May be Granted and Issued only to:

- (1) Bona fide clubs that have been in existence for at least 6 months prior to the date of application.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Church, lodge, or society that has been in existence for at least 6 months prior to the date of application.
- (4) Posts now or hereafter established of ex-servicemen's organizations.
- (5) Chambers of commerce or similar civic or trade organizations.

### Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (ss. 125.26(1) and 125.51(1)(a), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:

#### Class "B" (Beer):

- a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (s. 125.04(3)(f), Wis. Stats.)
- b. At least 15 days prior to the granting of the license for events lasting 4 or more days.

#### "Class B" (Wine):

The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.

- (4) Seller's Permit: Sec. 77.54 (7m), Wis. Stats., provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required.

**Fee:** Determined by the municipality, but may not exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.)

**Duration:** The day, or consecutive days, that the specified event is in progress. A municipality may issue up to 20 licenses to the same licensee for a single event, if each license is issued for the same date and time.

### Restrictions:

- (1) License may not be issued to individuals.
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. They may not be issued for business or social meetings of the organization.
- (3) Licenses for club or organization meetings may be issued only to ex-servicemen's posts.
- (4) License may cover either a specified area or the entire picnic grounds.
- (5) License issued to a county or district fair must cover the entire fairground (ss. 125.26(6) and 125.51(10), Wis. Stats.)
- (6) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (s. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (7) Licensed operator(s) must be present at all times (ss. 125.26(6), 125.32(2) - Beer; 125.51(10), 125.68(2) - Wine; 125.17)
- (8) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/Class B licensed picnic area. (s. 125.32(6), Wis. Stats.)
- (9) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society, chamber of commerce or similar civic or trade organization or veterans' post in any 12 month period. A municipality may issue up to 20 wine licenses to the same licensee if: 1) each license is issued for the same date and times, 2) the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, 3) an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol beverages at the event, and 4) within the immediately preceding 12-month period, the municipality has issued these multiple licenses for fewer than 2 events. In addition, each event for which multiple licenses are issued shall count as one license toward the 2-license limit.
- (10) Licensed organizations must purchase their product from a licensed wholesaler.

**NOTE:** Most coolers presently on the market have a fermented malt beverage base allowing sale under a beer license, e.g. Bartles and James, Seagrams, etc.



VILLAGE OF ALLOUEZ  
BROWN COUNTY, WISCONSIN

VENDOR PERMIT – SPECIAL EVENTS IN VILLAGE PARKS AND FACILITIES  
TRANSIENT MERCHANT

(Vendors under sponsorship of non-profit or profit organizations)

ALLOUEZ OPTIMIST CLUB  
Name of sponsoring organization

PO BOX 818, GB 54305      GREEN ISLE PARK  
Address      Event Location

JACOB JIRSCHLE  
Name of organization agent

CAR SHOW + PICNIC  
Nature or Character of Special Event

6/13/2021      10 AM - 3 PM  
Date and Length of Time of Event

Vendor Permits Subject to Village Board Approval

Village Board Approval Granted \_\_\_\_\_

Fee Schedule per Event

\$25.00	0-25 Vendors
\$50.00	25-50 Vendors
\$75.00	Over 50 Vendors

Sponsoring organization shall pay the appropriate fee listed above to the village. Non-profit vendors shall be exempt from the fee. (Tax Exempt number is required)

For Office Use Only:  
FEE: \_\_\_\_\_  
DATE RECEIVED: \_\_\_\_\_

