

**OFFICE OF THE CLERK  
VILLAGE OF NEW AUBURN**

**130 Elm St E | PO Box 100 | New Auburn, WI 54757-0100**  
Phone: 715-237-2223 | Fax: 715-237-2334 | www.newauburn-wi.com

**STREET USE PERMIT APPLICATION – Village Zoning Code 22.23 (3)**

LICENSE FEE \$ 30.00

Name of Event: \_\_\_\_\_

Is Organizer / Sponsor a 501(c)3 non-profit agency? ☐ Yes ☐ No Exempt Number: \_\_\_\_\_

<b>Owner / Sponsor Name</b>		<b>Work &amp; Cell Phone</b>	
<b>Address</b>			
<b>Email Address</b>		<b>Website</b>	
<b>On Site Primary Contact</b>		<b>On Site Phone</b>	
<b>On Site Secondary Contact</b>		<b>On Site Phone</b>	
Annual Event? <input type="checkbox"/> Yes <input type="checkbox"/> No	Charitable Event? <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>If Charitable Name of Charity</b>	
Est. Attendance (Insurance Certificate may be required)	Public Amplification (Not after 11:00 pm & Permit Required)	<b>EVENT CATEGORY</b> <input type="checkbox"/> Run / Walk <input type="checkbox"/> Rally <input type="checkbox"/> Music / Concert <input type="checkbox"/> Parking <input type="checkbox"/> Festival <input type="checkbox"/> Other: _____	
<b>Location Requested</b> <input type="checkbox"/> Village Park (Specific Site(s) within Park: _____)			
<input type="checkbox"/> Main Street ( <input type="checkbox"/> East or <input type="checkbox"/> West – Block # _____ ) <input type="checkbox"/> East Street ( <input type="checkbox"/> North or <input type="checkbox"/> South Block # _____ )			
<input type="checkbox"/> Other Location Name(s): (Indicate North, South, East, or West and block if it is a street): _____			

**APPLICATION SIGNATURE**

☐ I/We waive the 21-day decision requirement.

Your signature below indicates that you have read and understand the instructions and guidelines for a community event. Further, the person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. Falsification of information on the application will result in forfeiture of up to \$200 per falsified item. In addition to the rules and regulations detailed in the permit application instructions and guidelines, Street Use Permits are subject to all applicable ordinances, statues and laws. The cost to have a community event on New Auburn streets varies. All events must pay a non-refundable application fee. Other fees and charges may apply to your event depending on the need for equipment and/or village services. A final event billing will be prepared by village staff. This schedule is subject to change without notice.

☐ I/We need barricades

\_\_\_\_\_  
Signature / Date

OFFICE USE ONLY				
		<b>Application Approval Yes / No</b> <b>If No, Reason:</b> _____		
<b>Date Received</b>	<b>Date to Bldg Insp</b>	<b>Clerk-Treasurer Signature</b>		
<b>\$</b>		<input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> Other	<b>Permit No. Issued</b>	<b>Date Issued</b>
<b>Print Fee Paid</b>	<b>Date Paid</b>			