

**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: _____

Date of Event: _____

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

Owner / Sponsor Name		Work & Cell Phone	
Address			
Email Address		Website	
On Site Primary Contact		On Site Phone	
On Site Secondary Contact		On Site Phone	
Annual Event? <input type="checkbox"/> Yes <input type="checkbox"/> No	Charitable Event? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Charitable Name of Charity	
Est. Attendance (Insurance Certificate may be required)	Public Amplification (Not after 11:00 pm & Permit Required)	EVENT CATEGORY <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: _____	
Location Requested <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				
Date Received	Date to Bldg Insp	Application Approval Yes / No If No, Reason: _____	Clerk-Treasurer Signature	
\$	Date Paid	<input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> Other	Permit No. Issued	Date Issued
Print Fee Paid				