



Fondy Administrative Office
2102 W. Fond du Lac
Milwaukee, WI 53206
Phone: 414-562-2282

Fondy Park Facility Use Application

Request for Use of Fondy Park – 2200 W. Fond du Lac Ave. Milwaukee WI 53206

Please sign, date and return this application at least eight (8) weeks prior to event date to venicewb@gmail.com. Permission to use the park and related facility are at the discretion of the Fondy Park Advisory Committee and subject to the Milwaukee Code of Ordinances and Wisconsin State Statutes. **Alcohol is not permitted at the park, unless a valid City of Milwaukee Special Event Permit specific to the event has been issued. Special Event Permit is required to possess, consume, and serve alcohol – see information below.**

Date: _____

Name of Entity/Group: _____

Address: _____ City: _____ Zip Code: _____

Names of Contact Person(s): _____

Primary Phone Number: _____ E-Mail Address: _____

By signing below, I affirm that: I am authorized to act on behalf of the entity identified above and I will personally be responsible for any charges associated with this permit. I am authorized to accept financial responsibility on behalf of the entity identified above and will pay for any damage to the park facilities that result from any actions or activities that result from the use of this facility. The entity identified above agrees at all times during the existence of this permit to indemnify Fondy Food Center, Inc. and the City of Milwaukee for, and hold it harmless from all liability, claims and demands on account of personal injuries, property damage and loss of any kind whatsoever, including workers' compensation claims, which arise out of or are in any manner connected to this permit, based on any injury, damage or loss being caused by any wrongful, intentional, or negligent acts or omissions of the entity, its agents or employees.

Fondy Food Center, Inc. and the Fondy Park Committee reserve the right to deny any application for any reason.

Permit Requestor Signature: _____

DETAILS OF REQUEST

Day(s) of the Week: _____ **Start Date:** _____ **End Date:** _____

Program Times (setup to leaving): _____ AM/PM to _____ AM/PM (all events must be completed by 9:00PM, including clean-up)

Is this a public ____ **or private** ____ **event?** (check box)

Type of Program (check box): Educational Class: ____ Religious Service: ____ Fundraiser: ____

Music/Dance/Yoga: ____ Picnic: ____ Festival: ____ Other: _____

Area of use (check all that apply): Greenspace: _____ Picnic Tables: _____ Stage: _____

Market Structures (**fees apply and may only be available during non-market hours**): _____

How many vendor stalls are needed?: _____ All of the stalls: _____

Describe the event or activity in as much detail as possible:

Number of people expected to attend: _____ (Note: Events with 150 or more people will require insurance – see attached requirements. Events with 150 or more people will also require the applicant to notify the Milwaukee Police Department.)

Electrical hookup (limited - no 220v service available): Yes: ____ No: ____

Water hookup (limited water available): Yes: ____ No: ____ (if yes, fee applies)

The Entity/Group is expected to clean-up after themselves by picking up litter and disposing of all waste and debris in the appropriate receptacles.

If an entity requires temporary bathroom facilities, they are required to coordinate with the Fondy Park Advisory Committee to identify a suitable location, and determine the duration that the temporary bathroom facilities will remain onsite. Neither Fondy Food Center, Inc. or the City of Milwaukee is responsible for the security or maintenance of the temporary bathroom facilities. All temporary facilities must be ADA accessible.

FEES

Non-refundable Application Fee: \$15.00

Park Rental Fee (includes use of Fondy Park, access to water, electricity, and bathroom facilities): \$30.00/hour

Fondy Market Structure Rental Fee (if available): \$50/hour

Security Deposit: \$100

Cleanup/Damage: You are responsible for the restoration of the facility to its original condition by the end of the permitted period. This includes picking up garbage and removing all items brought onsite. If excessive cleanup or damage occurs, you will be invoiced for the work required to bring the facility to its original condition (\$30.00/hour of Fondy staff time to clean-up the site + any repair costs.)

Payments: Checks may be made payable to **Fondy Food Center, and mailed to Fondy Food Center, 1655 N. Mayfair Road, PO Box 26607, Wauwatosa, WI 53226.**

Fondy Food Center, Inc. will notify the entity/group of any damages within three (3) business days of the event. If no damages are found, Fondy will reimburse the \$100 deposit within 21 days from the last day of the event.

INSURANCE

Insurance Requirements: All individual/entities/groups MUST have adequate and up-to-date liability insurance. Fondy Food Center, Inc. and the City of Milwaukee must be listed as additional insured party on the policy. A copy of the policy must be given to Fondy, ten days prior to your event.

SPECIAL EVENTS INFORMATION & NOTIFICATION

Special Events Permits: A City of Milwaukee Department of Public Works Special Event Permit is required for block parties and special events in the public right-of-way. Events of a certain size may require a festival permit. See the City of Milwaukee License website for more information:

<https://city.milwaukee.gov/obtainLicensesPermit54.htm> or call 414-286-3329

<https://city.milwaukee.gov/SpecialEvents.gov>

Milwaukee Police Department Community Liaison Officer: Call 414-935-7972

Fee Work Sheet

Permit Application Fee:	\$15 (due with application)
Fondy Park Rental Fee: \$30/hour	\$ _____
Security Deposit: \$100.00	\$ _____
Market Structure Rental Fee: \$50/hour (according to available hours)	\$ _____
TOTAL DUE:	\$ _____

Payments: Checks should be made out to **Fondy Food Center**, and mailed to 1655 N. Mayfair Road, PO Box 26607, Wauwatosa, WI 53226, along with the application and payment. To arrange to drop off an application and payment, contact Venice Williams at (414) 687-0122. **The rental fees will be due, and invoiced, once your application is approved. No application will be considered without the application fee.**

Fondy Food Center, Inc. will notify the entity/group of any damages within three (3) business days of the event. If no damages are found, Fondy will reimburse the \$100.00 damage deposit within 21 days from the last day of the event.
