

CITY OF RACINE  
APPLICATION FOR INSTALLATION OF  
BANNERS ON STREET LIGHT POLES

RECEIVED  
NOV 15 2010  
CITY ENGINEER

To: Public Works and Services Commission  
730 Washington Avenue  
Racine, WI 53403

Organization: RACINE CHRISTMAS COALITION OF CHURCHES/  
KNIGHTS OF COLUMBUS COUNCIL 697 AND ASSEMBLY 1207

Contact Name/ Position: TRUSTEE  
WILLIAM FRAYER (COORDINATOR-CHRISTMAS COALITION/KC's)

Address: 2339 MEACHEM ST. RACINE, WIS. 53403

Telephone: (262) 633-7887 (home) Fax: ~~\_\_\_\_\_~~ EMAIL: WFrayer@Sbcg10bal.net  
262 902-3512 (cell)

Reason for Request: INSTALL TEMPORARY BANNER TO CELEBRATE CHRISTMAS  
(CHRIST'S BIRTH) AND PROMOTE CHILDREN'S CONCERT ON DEC. 12, 2010 (2-4PM)

Date of Event (if applicable): DECEMBER 12 (SUNDAY), 2010 (2-4 PM)

Proposed Location of Banners: 1ST LIGHT POLE SOUTH OF 5TH ST. ON EAST SIDE OF SQUARE

Quantity of Temporary Banners: 1 Deposit Required (Quantity x \$15):  
\$ 15.00

Time Period Of Banners: From NOV. 30, 2010 To JAN. 3, 2011

Quantity of Permanent Banners: \_\_\_\_\_ Deposit Required (Quantity x \$30):  
\$ \_\_\_\_\_

Time Period Of Banners: From \_\_\_\_\_ To \_\_\_\_\_

A sketch or drawing, including dimensions, is required as part of this application.

BANNER 8' x 2' (VERTICAL)

The undersigned hereby makes application for the installation of temporary banners as outlined on this form. I hereby acknowledge that I have reviewed and agree with the terms and conditions as outlined in the City of Racine's "POLICY ON THE INSTALLATION OF BANNERS ON CITY-OWNED STREET LIGHT POLES".

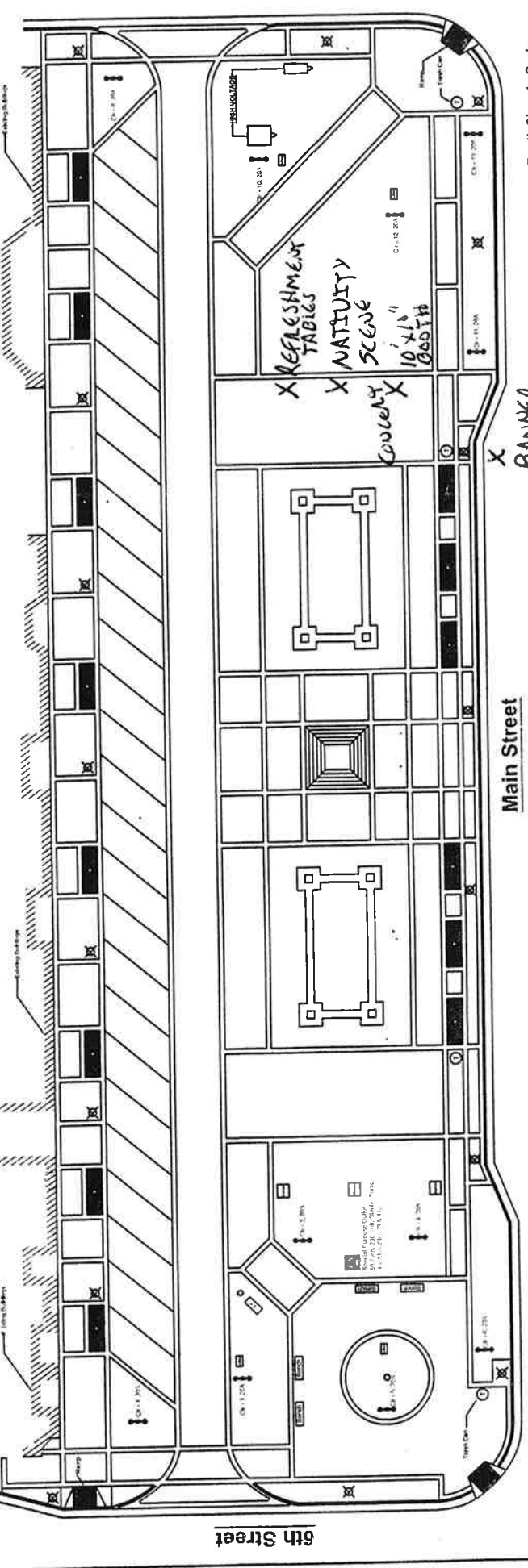
William E. Frayer  
Signature

11/11/10

Date

2010

**MONUMENT SQUARE**  
502 Main Street  
Racine, Wisconsin



**Requirements for Facility Use:**

1. Monument Square contains one 50 amp electrical service for servicing the scheduled events.
2. Use of the electrical source will result in a charge to the Sponsor; if PRCS services are required during the scheduled event or program.
3. The Sponsor shall restore the premises to their original condition immediately after the program or event ends.
4. The Sponsor shall bag and remove all trash.
5. The Sponsor shall not use tent stakes, spray paint, attach any posters, stickers, signs, banners, or materials to bricks, bollards, monuments, lights, electrical cabinets, benches, trash receptacles or parking meters, shall not drag, roll, or move any items that may scratch, mark or damage the bricks on Monument Square.
6. The Sponsor shall not charge admission or registration fees for any event and Sponsor shall not close Monument Square off or restrict entrance to Monument Square.
7. The Sponsor shall comply with guidelines and policies established by PRCS for the use of Monument Square.
8. The Sponsor agrees to pay City personnel costs for events that require additional City services.
9. Reservations permits are non-transferable and sub-leasing is not permitted.
10. The Sponsor is responsible for securing safety of its event, monitoring sound levels (City ordinance: maximum noise level of 85 db) and managing crowd control (Police officer or security personnel/250 people recommended).
11. Set-up for gatherings and events may not begin before 7:00am and Sponsor shall clean and restore the site to the original condition not later than 11:00pm.
12. Sponsor agrees to cover area underneath vehicles and hydraulic equipment parked on Monument Square to protect against oil, fuel, and fluid leaks.
13. Program publicity is the Sponsor's responsibility.
14. A Sponsor may request closing Monument Square Drive by submitting the request to the Director of PRCS at the time the application is submitted. This requires the Sponsor to notify the abutting property owners to be notified 72 hours in advance. If the closing is approved, Sponsor will be required to compensate the City for loss of meter revenue and payment of other City costs associated with the closure.
15. A Sponsor may request closing public streets, lanes, or sidewalks outside Monument Square other than Monument Square Drive, by submitting the request to the Mayor/Common Council for referral to the Public Works and Services Committee, and action by the Common Council. If the closing is approved, Sponsor will be required to comply with the conditions of street closing, including payment to the City for loss of meter revenue and payment of other City costs associated with the closure.

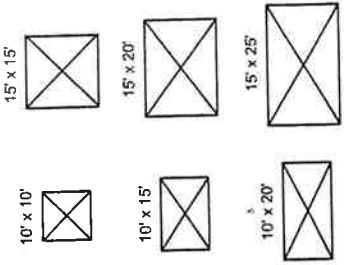
Adopted 04-07-05

**Key**



- Street Lighting - No Public Use Power
- Special Purpose Outlet - Special Events Only
- 2 - 120 Volt, 20 Amp Outlets on 1 Circuit
- Historical Monument
- Trash Can - Fixed Location
- Backflow Preventor - Irrigation Only
- Park Bench - Fixed Location
- High Voltage Electric Equipment
- Tree Grates
- Planter or Turf Area

**Booth Sizes to Scale**



**CITY OF RACINE**  
DEPARTMENT OF PARKS, RECREATION  
AND CULTURAL SERVICES  
MONUMENT SQUARE  
EVENT SITE PLAN

DRAWING NUMBER: 242-258  
SCALE: 1/8" = 1'-0"  
DATE: JUNE 2006  
PAGE 1 OF 1

*our new  
street  
banner*

**2X8 Custom**

**Order ID: 528158**

COMMUNITY  
CHRISTMAS  
PROGRAM



CHRISTMAS  
BEGINS WITH  
*Christ*



*O Holy Night  
A Child Is Born*

DECEMBER 12TH  
2PM - 4PM  
MONUMENT SQUARE

*Sponsored By*  
The Christmas Coalition