

MONMOUTH ILLINOIS

100 EAST BROADWAY, MONMOUTH, ILLINOIS 61462 (309) 734-2141

APPLICATION FOR SPECIAL EVENT LICENSE

Organizer Information:

Name: Monmouth Business Council
Address: c/o 1st Street Armoury, 215 S. 1st St. Monmouth, IL 61462
Contact/Manager: Paul Schuytema
Address: 100 E. Broadway, Monmouth, IL 61462
Phone: (309) 734-2141
Email: paul.schuytema@cityofmonmouth.com

If Organizer is a Merchant's Association, list participating businesses:

Smithfield, Cloverleaf, 97.7 Kellogg's Printing, Midway Bank, YMCA, Chamber, BCA, etc.

Event Information:

Event Name: Bacon Fest 2016
Type of Event: Food and music festival
Date(s) of Event: Friday, August 12
Setup Time: 2-3pm Tear Down Time: 10pm
Event Start Time: 5pm Event End Time: 10pm
Estimated num. of staff/volunteers: 40+ Estimated num. of attendees: 1,500
Will Food be Served?: yes Prepared on Site?: yes
List Food Vendors (attach additional sheet if necessary):

see attached

Will there be amplified entertainment at the event?: yes

If so, please describe:

flatbed stage - 3 musical acts from 5-7pm

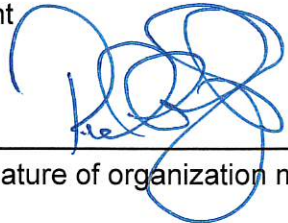
List all vendors who will be selling, serving or distributing alcoholic beverages at this event:

1st Street Armoury, Market Alley Wines, Market Alley Tap

Application Checklist:

- Application fee (of \$50)
- License fee (\$250) for non-Merchant's Association
- Attached event site plan showing the special event area and all public improvements (sidewalks, light posts, benches, planters, trees and tree grates) in the immediate area, and showing the location and approximate size of all proposed signs and banners advertising alcoholic beverages, location of trash receptacles, temporary toilets (if needed), entertainment stage and the location of the entrances and exits to the special event.
- Written proposal to provide secure access to the event
- Proof of general liability insurance for the event
- Copies of any Special Event liquor licenses and event-specific dram insurance for the event

→ Pending


Signature of organization manager

7/13/16
Date

For Office Use Only:

Date application received: _____

Plan Approved by Police Chief: _____

Plan Approved by City Council: _____ Date: _____

City Clerk

Date



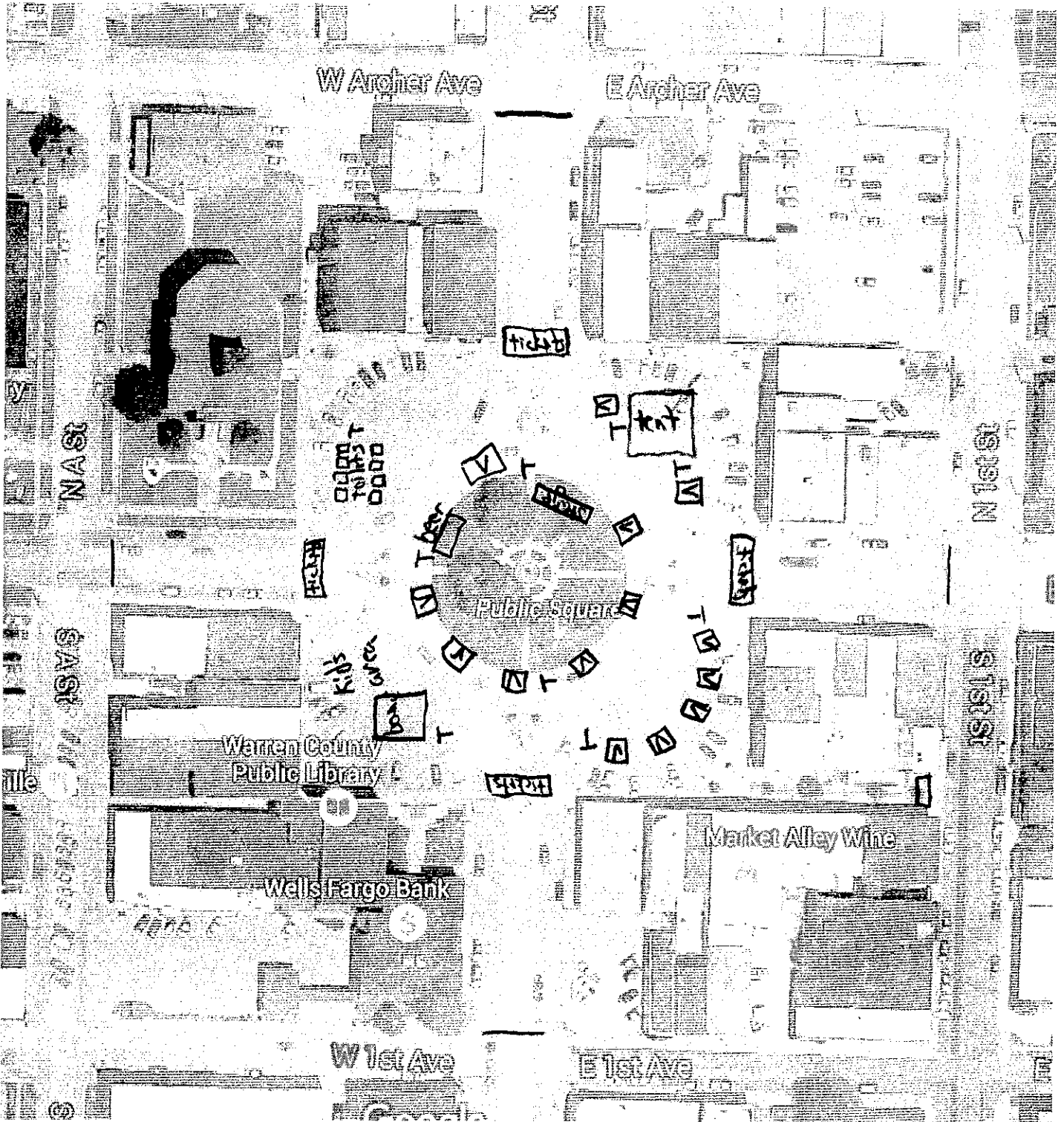
Special Event Certificate of Insurance

COUNTRY Mutual Insurance Company®
COUNTRY Casualty Insurance Company®
PO Box 2100, Bloomington, IL 61702-2100

Insurance Office: Warren - 086
Issued at the Request of: Name: The City of Monmouth
Street: 100 E Broadway, City, State, Zip: Monmouth, IL 61462
Name and Address of Insured: Name: The First Street Armoury
Street: 215 S 1st St, City, State, Zip: Monmouth, IL 61462
Property Location Description: Central Park, Public Square, Monmouth, IL 61462
Rain location: 215 S 1st St, Monmouth, IL 61462
Certificate Effective From 08/12/2016 to 08/13/2016
This is to certify that policies shown in the schedule below, issued to the person or entity named as insured in this form, are in force during the effective dates above.
Table with 5 columns: Type of Policy, Policy No., Liability Limit (Each Occurrence), Medical (Each Person), Payment Limits (Each Occurrence)
Special Provision (if any):

7/5/2016
Date

[Signature]
Authorized Representative



[V] - Vendor
 [T] - trust box

BaconFest Security 2016

Any patron of BaconFest that will be drinking an alcoholic beverage will be IDed and must have a single-wear Tyvek bracelet. This is true for patrons getting a beer outside, or those getting a drink from either Market Alley Wines or Market Alley Tap.

Alcoholic beverages will be served in plastic cups (or aluminum beer cans - no glass allowed). The three locations to purchase alcoholic beverages listed on the application (the outdoor beer area, Market Alley Wines and Market Alley Tap) will all have different color plastic cups.

Primary ID and bracelet areas will be the four main entrances to the Public Square area (E/W Broadway and N/S Main). Each ticket sale area will have 2-3 volunteers selling tickets, and IDing patrons with bracelets if they want alcoholic beverages. These stations will also have large "no alcohol beyond this point" signs.

We will also have a barrier and a "no alcohol beyond this point" sign at the east end of Market Alley.

At the outdoor beer area, NO beer or other alcoholic beverage will be poured to anyone without a bracelet. There will also be an ID and ticket location near the beer stand in Central Park.

Market Alley Wines and Market Alley Tap will also have bracelets - anyone who will be carrying out a drink must have it in an approved container and be wearing a bracelet.

We estimate about 40 volunteers during the course of the event will be working the ticket stands and being "runners" - generally policing the entire festival area.

The Monmouth Business Council will provide overtime funding for any extra police officers as recommended by the Police Chief. We will also be contacting the auxiliary police for assistance.

The outdoor beer area will call "last call" at 9:20 and will stop serving at 9:30 - Market Alley Wines and Tap will also stop pouring for outside customers at 9:30 (we don't estimate too many outside customers from the Tap).

Note: we may decide to not sell tickets on West Broadway and only have someone watching the entrance. This is TBD.