

United Way Heritage Festival Request.pdf

2023 HISPANIC HERITAGE FESTIVAL MAP.pdf

CITY of MONMOUTH
100 East Broadway
Monmouth, IL. 6146
Ph: 309-734-2141 Fax: 309-734-4943



CITIZEN/ORGANIZATION ANNUAL REQUEST

(Requests may be faxed to City Clerk at 309-734-4943)

CITIZEN/ORGANIZATION: United Way of Greater Warren County

Citizen/Representative: Jeannie Weber

Address: 87 Public Square, Monmouth

E-mail Address: www.unitedwaywcil.com

Phone Number: 309-734-6364

Event Date and Hours of Event: September 16, 2023, 6:00 p.m. to Midnight

Type of Event and Reason for Request: Annual Heritage Festival

to celebrate diversity in our community. It will be the same as last year with vendors, food and music.

The only change is our request to block off N.E. Quadrant of the square rather than 100 block of N. Archer.

Requirements for events (these requirements must accompany the annual request)

- 1) **Certificate of Liability Insurance – (private citizen or not-for-profit group)**
- 2) **If request includes or affects other citizens, a form signed by such citizens showing their approval is to be brought to meeting. (Ex: blocking off street)**
- 3) **Diagrams or maps, if pertinent to approving the request.**

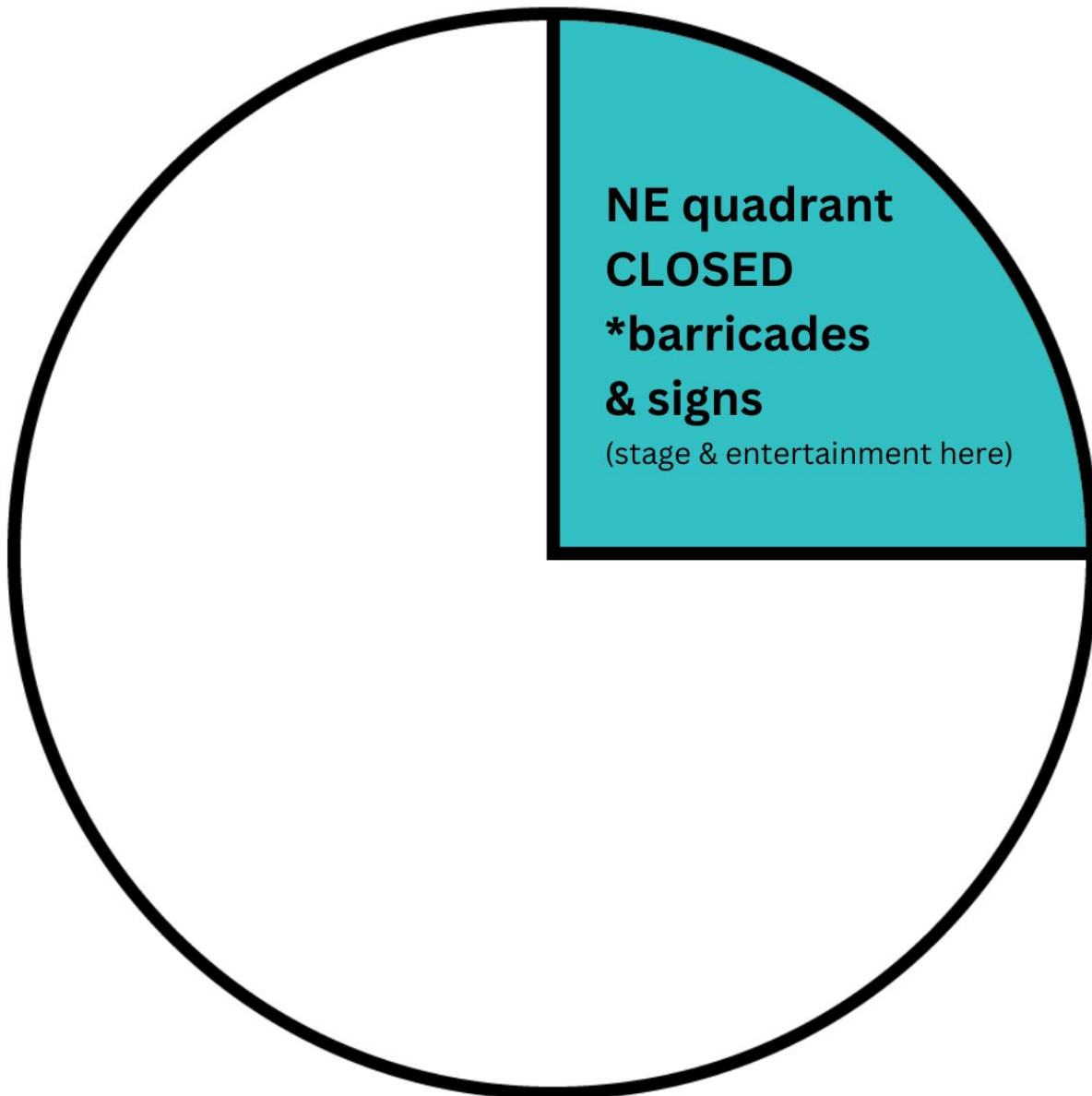
Jeannie Weber
Citizen/Organization Representative

3-3-23
Date

Susan D. Travar
City Clerk

3-3-23
Date

PLEASE NOTE: If there are any changes from the original request other than dates or times, please contact City Clerk's office to determine if it will be necessary to appear at a Council meeting prior to obtaining approval for the requested event.



City Lot

(vendors & tables here)

***barricades & signs at both driveways on Archer & first**

- Archer stays open for access @ Meks
- First stays open for access @ Midwest ATM

Both NE Quadrant & City Lot closed, barricaded, and marked, "no liquor beyond this point."

IDs will be checked at entries to both food vendors and entertainment area, as we did last year. Bracelets handed to those 21 and over.

IDs checked again at purchase of drink tickets next to bar, as we did last year.

All vendors will have proper documents/permits for serving food/selling goods.

Hours will extend to 5:30-Midnight

5:30 - 7:00 Mariachi band

7:00 - 8:00 QCA Folklorico dancers

8:30 - announcements & band begins @ 9:00