

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND

# BUILDING PERMIT

This is to certify that City of Portland

Located At 456 CONGRESS ST

Job ID: 2012-06-4354-SE

CBL: 027- G-001-001

has permission to Alive at 5: 7/12-8/9 Every Thursday

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

\_\_\_\_\_  
**Fire Prevention Officer**

\_\_\_\_\_  
**Code Enforcement Officer / Plan Reviewer**

THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
PENALTY FOR REMOVING THIS CARD

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.

# City of Portland, Maine - Building or Use Permit Application

389 Congress Street, 04101 Tel: (207) 874-8703, FAX: (207) 8716

Job No: 2012-06-4354-SE	Date Applied: 6/28/2012	CBL: 027- G-001-001	
Location of Construction: 456 CONGRESS ST / MONUMENT SQUARE	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS STREET PORTLAND, ME 04101	Phone:
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name:	Phone:	Permit Type: SP EVT - Special Event	Zone: B-3
Past Use:  Public City Square	Proposed Use:  Same: Public City Square – PDD's Summer Events / "Alive at 5" 2012 on July 12, 19, 26 August 2, 9 set-up and break down on same day	Cost of Work:	CEO District:
		Fire Dept:  <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: <input checked="" type="checkbox"/> Type: <i>Temp Structures</i>
Proposed Project Description: Alive at 5; 7/12-8/9 Every Thursday		Signature: <i>[Handwritten Signature]</i>	
Permit Taken By: Brad		Pedestrian Activities District (P.A.D.)	
		<b>Zoning Approval</b>	

Special Zone or Reviews	Zoning Appeal	Historic Preservation
<input type="checkbox"/> Shoreland	<input type="checkbox"/> Variance	<input type="checkbox"/> Not in Dist or Landmark
<input type="checkbox"/> Wetlands	<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Does not Require Review
<input type="checkbox"/> Flood Zone	<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Requires Review
<input type="checkbox"/> Subdivision	<input type="checkbox"/> Interpretation	<input type="checkbox"/> Approved
<input type="checkbox"/> Site Plan	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Conditions
	<input type="checkbox"/> Denied	<input type="checkbox"/> Denied
Date: <i>OK</i> <i>MM</i> Date: <i>6/29/12</i>	Date:	Date:

**CERTIFICATION**

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE



**City of Portland, Maine - Building or Use Permit Application**

389 Congress Street, 04101 Tel: (207) 874-8703, FAX: (207) 8716

Job No: 2012-06-4354-SE	Date Applied: 6/28/2012	CBL: 027- G-001-001	
Location of Construction: 456 CONGRESS ST / MONUMENT SQUARE	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS STREET PORTLAND, ME 04101	Phone:
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name:	Phone:	Permit Type: SP EVT - Special Event	Zone: B-3
Past Use:  Public City Square	Proposed Use:  Same: Public City Square – PDD's Summer Events / "Alive at 5" 2012 on July 12, 19, 26 August 2, 9 set-up and break down on same day	Cost of Work:	CEO District:
		Fire Dept:  Signature: <i>[Signature]</i>	Inspection: Use Group: <i>[Signature]</i> Type: <i>Temp Structures</i> Signature: <i>[Signature]</i>
Proposed Project Description: Alive at 5; 7/12-8/9 Every Thursday		Pedestrian Activities District (P.A.D.)	
Permit Taken By: Brad		<b>Zoning Approval</b>	

Special Zone or Reviews	Zoning Appeal	Historic Preservation
<input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan  <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date: <i>OK 6/28/12</i>	<input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied  Date:	<input type="checkbox"/> Not in Dist or Landmark <input type="checkbox"/> Does not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied  Date:

**CERTIFICATION**

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE



# Tent/Canopy or Temporary Event Staging Permit Application

*Entire 6/28/12 (B)*

# 2012-01-4354 SE

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address/Park of Installation: <b>MONUMENT SQUARE</b>		
Date of Set up/Event: <b>JULY 12, 19, 26 AUG 2, 9 ALIVE AT5</b>	Date of Breakdown/ End of Event: <b>same as setup</b>	
Tax Assessor's Chart, Block & Lot Chart# <b>027</b> Block# <b>5051</b> Lot#	Property Owner: <b>CITY OF PORTLAND</b>	Telephone:
Lessee/Buyer's Name (If Applicable): <b>PORTLAND'S DOWNTOWN DISTRICT</b>	Applicant name, address & telephone: <b>WILL ETHRIDGE 549 CONGRESS ST 04101 207-210-2411</b>	Fee: <b>\$30.00</b>
<p>The permit fee and the following items must be completed and submitted along with this application in order to receive a permit.</p> <ol style="list-style-type: none"> <li>Certificate of Flammability</li> <li>Letter of approval from property owner. If the City is owner, attach a completed copy of Application to Use City Parks &amp; Recreation (756-8275).</li> <li>Company name of installer (contact info).</li> <li>Plot Plan showing the following: Tent/Canopy or temporary event staging locations, including dimensions, exits and entrances of proposed and existing, parking and existing building locations. If this is temporary staging, you will need to include product information. (Applicant may call Parks &amp; Recreation for maps of Portland's Parks @ 756-8275).</li> <li>If the City is the property owner, Certificate of Insurance listing the City as additional insured. Minimum amount of coverage is \$400,000.00</li> </ol>		
<p>Who should we contact when permit is ready: <b>WILL OR DANIELLE</b> Address: <b>549 CONGRESS ST</b> Telephone: <b>207-210-2411</b></p>		<p><b>RECEIVED</b> <b>JUN 28 2012</b> Dept. of Building Inspections City of Portland, Maine</p> <p><b>772-6828</b></p>
<p>Please submit all of the information outlined in the Tent/Canopy and Event Staging Permit Application as one package. Failure to do so will result in the automatic denial of your permit.</p>		

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), stop by the Building Inspections office, room 315 City Hall or call 874-8703.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of applicant: *Will T. EA* Date: *6/21/12*

**This is not a permit; you may not commence ANY work until the permit is issued.**



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life • [www.portlandmaine.gov](http://www.portlandmaine.gov)*

## Receipts Details:

**Tender Information:** Check , Check Number: 908203

**Tender Amount:** 30.00

## Receipt Header:

**Cashier Id:** bsaucier

**Receipt Date:** 6/28/2012

**Receipt Number:** 45456

## Receipt Details:

Referance ID:	7077	Fee Type:	BP-Tent/Event
Receipt Number:	0	Payment Date:	
Transaction Amount:	30.00	Charge Amount:	30.00
Job ID: Job ID: 2012-06-4354-SE - Alive at 5; 7/12-8/9 Every Thursday			
Additional Comments: Monument Sq; Alive at 5			

Thank You for your Payment!

# Certificate of Flame Resistance

REGISTERED  
FABRIC  
NUMBER

F-140.01

ISSUED BY  
JOHNSON OUTDOORS INC.  
BINGHAMTON, NEW YORK 13902  
*Manufacturers of the Finest  
Tent Products Described Herein*

Date of Manufacture

Dec. 1997

This is to certify that the products herein have been manufactured from material inherently flame retardant as here after specified by the material supplier.

NAME: A PLUS PARTY RENTAL

CITY: SCARBOROUGH

STATE: ME

Certification is hereby made that:

The articles described on this certificate have been manufactured with an approved flame retardant chemical in compliance with California State Fire Marshal Code, NFPA-701\*, Underwriters Laboratory of Canada, and have been tested in accordance with the Federal Test Method Specifications and meet or exceed the Military Flame Specifications of MIL-C-43006G.

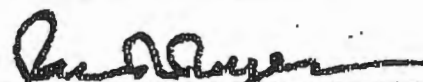
Type, color and weight of material: 15oz Vinyl White Blockout

Description of item certified: 20x30 EPC EUREKA FRAME SYSTEM

**Flame Retardant Process Used Will Not Be Removed By Washing And  
Is Effective For The Life Of The Fabric**

Snyder Manufacturing, Inc.

Manufacturers of Flame Retardant Vinyl Laminates

  
TENT DEPARTMENT, JOHNSON OUTDOORS INC.

\*Large Scale





**CITY OF PORTLAND, RECREATION and FACILITIES MANAGEMENT**  
**PUBLIC PARK & SPACE PERMIT (5 pages)**  
 134 Congress St. ~ Suite 2 ~Portland ~ ME ~ 04101  
 207-756-8275 ~ Fax 207-756-8279  
 tvn@portlandmaine.gov

<b>TODAY'S DATE</b>	6-19-2012	<b>ORGANIZATION NAME</b>	Portland's Downtown District					
<b>ORGANIZATION ADDRESS</b>	549 Congress Street	<b>CITY</b>	Portland	<b>STATE</b>	ME	<b>ZIP</b>	04101	
<b>CONTACT NAME(S)</b>	Jan Beitzer Will Ethridge	<b>TITLE</b>	Executive Dir. Events and Marketing					
<b>HOME #</b>	W: 772-6828	<b>CELL</b>	210-2411	<b>FAX</b>				
<b>EMAIL</b>	jbeitzer@portlandmaine.com		<b>EMAIL</b>	will@portlandmaine.com				

<b>PARK AREA OR PUBLIC SPACE REQUESTED</b>	Lobsterman Park, Monument Square, Post Office Park, Congress Square				
<b>EVENT DAY &amp; DATE(S)</b>	See schedule under "Description of Event"		<b>RAIN DAY &amp; DATE(S)</b>	See below	
<b>EVENT START TIME</b> (i.e. set-up start time)	See below	<b>EVENT END TIME</b> (i.e. when event cleanup is complete)	See below	<b>ACTUAL START &amp; END TIME OF EVENT</b>	See below

<b>EVENT NAME:</b>	<b>EXPECTED ATTENDANCE</b>
PDD's Summer Events / Concerts Series 2012	See "Description of Event"

**DESCRIPTION OF EVENT:** Visit [www.portlandmaine.com](http://www.portlandmaine.com) for detailed listing of performers

**Alive at Five Outdoor Concerts, Monument Square**  
 Thursdays, July 12, 19, 26, August 2, 9 (possible rain date: August 16)  
 5pm – 8pm  
 Federal Street Ext. will need to be closed to vehicular traffic from 3pm – 9pm.  
 Stage set up on Monument Square itself (PA speakers to face out towards One City Center area).  
 Federal Street Extension will be posted "no parking" from 9am - 9pm.  
 A beer garden (24' x 32') for edge of Monument Square was approved by Portland City Council. This area is to be partitioned off and staffed by security. Alcohol sales and consumption of alcohol in this secured area only

**Weekday (Tues.) Performance Series, Post Office Park**  
 Tuesdays, July 10, 17, 24, 31 (music) Noon – 1pm

**Weekday (Tues.) Performance Series, Congress Square Park**  
 Tuesdays, August 7, 14 (music / acoustic) Noon – 1pm

**Kids Activity Days, Lobsterman Park**  
 Wednesdays, July 11, 18, 23, August 1 10:30am – 11:30am

**Weekday (Friday) Music Series, Post Office Park**  
 Fridays, July 13, 20, 27 (acoustic folk) Noon – 1pm

**Weekday (Friday) Music Series, Congress Square Park**  
 Fridays, August 3, 10, 17 (acoustic folk) Noon – 1pm

Attendance at shows: Kids Activity Days: 50 - 100, Alive at Five Series: 500 – 2000,  
 Weekday Music Series: 50 – 200

<b>IS THERE A REGISTRATION FEE?</b>	Concerts are free to the public
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**WHAT WILL BE THE ANTICIPATED NEED FOR PARKING AND WHAT IS YOUR PARKING PLAN?**

Parking at area lots and garages and on street.

**PLEASE CHECK OFF AND ANSWER:**

PLEASE SEE ATTACHED FEE SCHEDULE / DEPT. INFORMATION IF YOU ANSWER YES

	X-YES	X-NO	X-NOT SURE
* Are you setting up a <b>canopy(s)</b> ? (canopy is 10x10 size) How many: Canopies in large areas (Monument Square, Deering Oaks, Payson Park, Lincoln Park, Preble Street Grass Area), do not need Recreation's review. For smaller parks and squares (such as Congress Square, Tommy's Park, Post Office Park) review and permission is needed from Recreation.	X COVERS STAGE		
* Do you wish to set up a <b>tent(s)</b> ? (a canopy or tent larger than 10x10 needs to be approved by Recreation and a Tent Permit issued from Inspections Division; please call Inspections for information on their application process). Recreation will contact Inspections once the tent location is approved so that the Tent Permit Application may go forward. State size(s): Exact Location(s) of Tent Placement Requested: In order to drive tent stakes into the ground, DIG SAFE must be contacted: 888-344-7233.		X	
* Will you be setting up <b>tables and/or chairs</b> ? How many tables: chairs:	X		
* Are other items or equipment being placed on City property? (i.e. Moon Bounce, Dunk Tank, Radio Station Van, Helium Tank, etc.) Please List: <b>STAGE (16X12) at Mon. Square</b> <b>Beer Garden area at Mon. Square Musical and PA Gear</b>	X		
* Will there be <b>refreshments</b> at the event? <b>Yes</b> Do you wish to <b>sell food</b> ? <b>yes</b> (If so, you will need approval from Recreation) List food and drink: <b>Beer at Monument Square</b> A Temporary Food Service License (from the City Clerk's Office) is needed, even if food is given away (and even if it is pre-packaged).	X BEER GARDEN FOR "ALIVE AT FIVE" SERIES		
* Do you wish to sell <b>non-food items</b> (like T-shirts, crafts, cd's, etc.)? If so, you will need approval from Recreation, and you will need to apply for a Street Goods Vendor License(s) at the City Clerk's Office. List items you wish to sell: <b>Bands have the option to sell merchandise</b>	X		
* Are you setting up a <b>PA (sound) system</b> ? <b>Yes</b> Are you planning on having <b>Amplified Music</b> ? <b>Yes</b> If so, your event requires a concert license from the City Clerk's Office. (Just voice – i.e. Press Conference, would not require the license because it is not music). For amplified music, there are time restrictions for the Downtown Parks & Squares (music limited to 11:45am – 1:15pm, and 1 hour between 5pm - 8pm). Waived by City Council	X		
* Will your event require <b>electricity</b> ? Electricity is available at some of the parks	X		
* Are you planning on bringing a <b>Grill for a Barbecue</b> ? Only Gas Grills are allowed in the parks (NO CHARCOAL). Grilling is subject to weather conditions and possibly Fire Dept. review.		X	
* Will the event require <b>reserved parking spaces / parking meters</b> ? How many? "No Parking" signs may be purchased at Public Services, 55 Portland Street.	X		
* Will your event need <b>safety vests, signs, barricades and/or cones</b> ? Please list what you would like to borrow: A few orange vests and cones may usually be borrowed from Recreation. Barricades and signs are borrowed from Public Services, Customer Service.	X		
* Will your event require <b>street closures</b> ? (Please be specific under "Description of Event")	X "ALIVE AT FIVE" CONCERTS		
* Will your event require <b>Police</b> assistance? An event such as a road race, march in the street, or parade would typically require police assistance.	WILL RESPOND AS NEEDED		
* Will your event require <b>Fire/EMS</b> assistance?		X	
* Will your event require <b>porta-restroom</b> rental(s) or need existing porta-restrooms cleaned? (Some of the parks already have porta-restrooms. Event participants may	X - 3 FOR THE		

	use these, but a \$25 fee is assessed for events where attendance is 150 or more.)	"ALIVE AT FIVE" CONCERTS		
*	Do you wish to have a <b>banner over the street</b> to advertise your event ? (Banners hung over Congress St. or Baxter Blvd). Banner inquiries directed to Vicki Allen, Recreation.		X	

**INSURANCE CERTIFICATE INFORMATION**

*	Will your event require liability Insurance? (For an event such as a walkathon, race, festival, press conference, concert, etc., the city requires insurance coverage - general liability. The City of Portland needs to be named as additional insured in regards to the event activities on that date). If your event has been approved for serving food, Product Liability is also required, in addition to General Liability.	X		
♦	If you answered yes, please have "City of Portland, Maine" listed as additional insured on the certificate (minimum coverage: \$400,000) and have your insurance company fax a copy to Recreation: 207-756-8279 or e-mail to: <a href="mailto:tvm@portlandmaine.gov">tvm@portlandmaine.gov</a>			

**RECREATION POLICIES**

**ELECTRICITY**

All cords in the public way must be covered by rugs, mats or orange cones to avoid public hazard. If weather is inclement (drizzle, rain, snow, etc.) we suggest that you **not use** electricity, unless all connections and equipment are covered and protected from the elements.

**BARBECUES - GAS GRILLS ONLY**

Only GAS GRILLS are allowed in parks/public spaces – i.e. No Charcoal Grills. Grills must be set up away from children's activities. You must bring a fire extinguisher with you to the grilling area.

**TRASH**

All groups must abide by our Carry In/ Carry Out Policy. Please bring extra trash bags and/or trash receptacles and remove all trash. You will need to haul all of your trash out of the park/public space or forfeit the security deposit(s). The area will be checked following your event and if the park is clean and conditions for use adhered to, your security deposit will be returned to you. Thank you in advance!

**TOBACCO FREE ZONES**

By city ordinance, smoking is prohibited at and within 20 feet of the following outdoor recreation and event areas: downtown squares and plazas, trails, parks, playgrounds, beaches, and athletic facilities. Please make sure you pass this information along to participants / spectators at the event.

**NOTIFICATION**

Please keep a copy of this permit on site at all times. City staff may require proof of permit.

**REVOCABLE PERMIT**

- ♦ The City reserves the unconditional right to control or cancel events to protect and/or prohibit damage to public property.
- ♦ The City reserves the unconditional right to revoke or revise an issued permit.

<b>I HAVE READ AND UNDERSTAND ALL OF THE ABOVE POLICIES</b>	<b>TYPE INITIALS</b>	<b>WTE</b>	<b>DATE</b>	6/19/12
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**ASSUMPTION OF RISK & LIABILITY**

Users of the area agree to accept the grounds in an "as is" condition and shall be responsible for all risk and liability in using the park/public space area for the said event. By returning this form, (should permission be granted to use city property), the above parties agree to indemnify and hold harmless the City of Portland, its employees and agents, from and against all claims arising out of activities during said event.

<b>I have read the Assumption of Risk &amp; Liability Agreement</b>	<b>TYPE INITIALS</b>	<b>WTE</b>	<b>DATE</b>	6/19/12
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Company Name and Contact Info of Installer

Mark Tibbetts  
Kristofer Davidson  
A Plus Party  
10 Washington Avenue  
Scarborough, Me 04074  
(207)883-4472

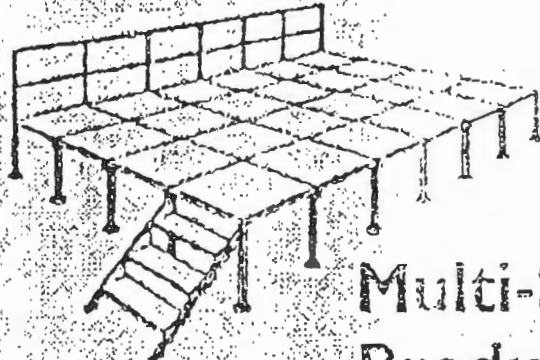


**bil-jax™**

A Member of the plettac Group

125 Taylor Parkway  
Archbold, OH 43502-9309

Ph: (419) 446-8915 or (800) 537-0540  
Fax: (419) 445-0367, www.biljax.com



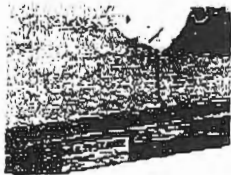
## Multi-Stage Products

Sizes available for the Multi-Stage decks include the popular 4' square section, a 2' x 4' section and a 45° corner section. Standard decks include  $\frac{3}{4}$ " AC exterior plywood stained in gray enclosed in a steel frame edge protector. Other deck options are available.

**CAPACITY 150 PSF  
(732kg per sq. meter)**



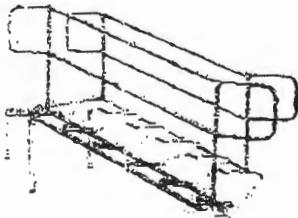
4' Deck Section



Standard on all decks is the original cam lock feature which firmly fastens stage sections together from the top of the stage platform. Cam lock holes are neatly plugged with a cap to fill the surface.

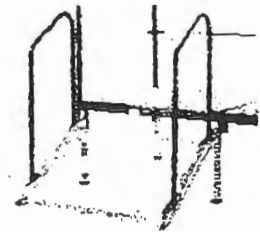
### OPTIONS

Stage adjustable stair packages come complete with stair step stringers, stair stringer extensions, handrails and aluminum stair planks. These stair packages offer easy access to the stage platform area and can be used to fit various stage heights within the package range.



The new Ultra-Stair decreases set up time and labor. Multiple units are available for platform heights from 24". The units, with detachable handrails, fold flat for storage and ease in shipment.

**Package Sizes Available:**  
12"-18" Stage Ht. Pkg.  
2'-3' Stage Ht. Pkg.  
3'-4' Stage Ht. Pkg.  
4'-6' Stage Ht. Pkg.



# Portland's Downtown District Alive at Five Concert Series

Preble  
Street

Peoples United Bank

Portland Public Library

Elm Street

CONGRESS STREET

SIDEWALK 4'

Power  
box

Monument

Stage  
16' x 16'

FEDERAL  
STREET  
EXTENSION

SIDEWALK

SIDEWALK 4'

40' x 48' beer area

CENTER STREET

Public Market House

David's

Shays

SIDEWALK 4'

Cobblestones

Others!

Area parking in city garages and privately owned garages & lots

Parking garage entrance  
closed at 4pm.  
Spring St. Entrance open

MONUMENT  
WAY



# CERTIFICATE OF LIABILITY INSURANCE

DOWNIMP-01

MGARDNER

DATE (MM/DD/YYYY)

6/25/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Norton Insurance Agency 275 US Route 1 Cumberland Foreside, ME 04110	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (207) 829-3450      FAX (A/C, No): (207) 829-6350 E-MAIL ADDRESS:
	<b>INSURER(S) AFFORDING COVERAGE</b> NAIC # INSURER A : Philadelphia Insurance INSURER B : Maine Employers Mutual Ins.      11149 INSURER C : INSURER D : INSURER E : INSURER F :
<b>INSURED</b> Downtown Improvement District, Inc Portland Downtown District 549 Congress Street Portland, ME 04101	

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

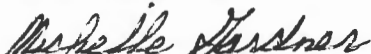
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X	PHPK854304	5/15/2012	5/15/2013	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		PHPK854304	5/15/2012	5/15/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	1810089274	8/4/2011	8/4/2012	<input checked="" type="checkbox"/> WC STATUTORY LIMITS      OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

City of Portland is included as an additional insured with respects to the insureds activities  
 General Liability includes liability for specifically scheduled events.

for the following events: Old Port Festival, Alive at Five Concert Series, Weekday Performance Series, Kids Activity Day, Weekday Acoustic Music Series, Light Up Holidays including annual Christmas Tree Lighting, Shop for a Cause Day, Merry Madness, Horse & Wagon Rides & Think Outside The Box. The additional insured status is provided by an endorsement made part of the insured's policy.

<b>CERTIFICATE HOLDER</b> City of Portland Parks & Recreation Attn: Ted Musgrave 17 Arbor Street Portland, ME 04101	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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