

2013

**CITY OF PORTLAND, DEPARTMENT OF PUBLIC SERVICES
PUBLIC PARK & SPACE APPLICATION (3 pages)**
55 Portland St. ~ Portland ~ ME ~ 04101
207-874-8826 (Event Office) ~ Fax 207-874-8816
tvm@portlandmaine.gov



For uses of city property, there are typically: 1. fees charged for use of the area
2. a security deposit required 3. insurance required
(There may be fees due and applications required from other City Departments)

TODAY'S DATE	02/13/2013	ORGANIZATION NAME	Konbit Sante				
ORGANIZATION ADDRESS	PO Box 11281	CITY	Portland	STATE	ME	ZIP	04104
CONTACT NAME(S)	Lynne Lovett, Volunteer Co Chair Maine Walks with Haiti Kari Suva, Assistant Dir., Konbit Sante						
HOME #	Lynne, h: 767 5323, cell 232 5141 WORK Kari 347 6733	CELL	232 5141	FAX			
EMAIL	lynnelovett@mac.com	EMAIL	ksuva@konbitsante.org				

PARK AREA OR PUBLIC SPACE REQUESTED	Small Preble St. Grass area Right Side of Lot Back Cove Path					
EVENT DAY & DATE(S)	May 11, 2013 SAT	RAIN DAY & DATE(S)	NA			
EVENT START TIME (i.e. set-up start time)	7:00 AM	EVENT END TIME (i.e. when event cleanup is complete)	3:00 PM	ACTUAL START & END TIME OF EVENT	Registration 8:30 AM Walk at 10:30 Run at 10:15	

EVENT NAME	EXPECTED ATTENDANCE				
MAINE WALKS WITH HAITI and 4 MILE RUN	200 - 250				
<p>DESCRIPTION OF EVENT: Please be specific regarding area of public space/park and describe Event in detail. Konbit Sante will be hosting a walk and 4 mile run at the Preble St. Back Cove Park area as a fundraiser to support its projects in Northern Haiti and celebrate the contributions to Haiti by people of Maine. We plan to have music, complimentary coffee, fresh fruit, water, and sports drinks available to participants. Other groups working in Haiti will be invited to set up tables to educate people about their programs and sell items (art and dry goods) to support their projects. Set up will begin at 7:00 AM; walk/race registration at 8:30. Electricity is required for PA system; a 4" high 8'x12' stage, 1 (or 2) 20/30' canopy tents (depending on weather conditions) are planned. (?Dig Safe required for tent stakes?) We are exploring the possibility of inviting a food truck to provide Caribbean style food at the event.</p> <p>Timing Equip for Race on grass (Jim McCorkle - 5K Sports) 20x30 TENT, and canopies on grass. Elec. Needed.</p>					
IS THERE A REGISTRATION FEE?	YES				
IF YES, HOW MUCH?	<table border="1"> <tr> <td>FEE adults 21+</td> <td>\$ 15 pre event/ \$20 day of</td> </tr> <tr> <td>STUDENT FEE</td> <td>\$ 10</td> </tr> </table>	FEE adults 21+	\$ 15 pre event/ \$20 day of	STUDENT FEE	\$ 10
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STUDENT FEE	\$ 10				

WHAT WILL BE THE ANTICIPATED NEED FOR PARKING AND WHAT IS YOUR PARKING PLAN?	Park & Ride lot @ Franklin and Marginal Way; area side streets.
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PLEASE CHECK OFF AND ANSWER:
PLEASE SEE ATTACHED FEE SCHEDULE / DEPT. INFORMATION IF YOU ANSWER YES