



**City of Springfield, Missouri**  
**Special Event /Amplified Sound Permit**

Issued by the City of Springfield, Missouri,

**Woofstock 2017**  
(Not Transferable)

For approved event scheduled for:

Event Date: Saturday, May 6, 2017

Event Time: 10:00 a.m. - 6:00 p.m.

Event Location: Expo Lot at 735 E St. Louis Street

Estimated Attendance: 2,500

**Conditions:**

- \*Rental of the Expo Lot is required.
- \*If pets are taken across the street into Jordan Valley Park, they must be on a leash, and the use of doggie bags are required for any cleanup. Also, pets are not allowed in any of the water features of Jordan Valley Park per City/County Health Codes.
- \* Promoter must provide the Business Licensing Department a complete list of vendors and their respective addresses, no later than two weeks before the event.
- \*All vendors must obtain licenses prior to the event.
- \*A catering permit will be required for alcohol sales.
- \*Organization taking donations will need an off-site solicitation license.
- \*Mutt March 5K must be permitted separately.

Signed: Sharon Spain  
Special Event Permit Coordinator

Date: 7/14/16

*This is a permit only, and is not an endorsement of the scheduled event.*

## Spain, Sharon

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, June 14, 2016 4:00 PM  
**To:** Spain, Sharon  
**Subject:** Online Form Submittal: Special Event Permit Application

### Special Event Permit Application

#### City of Springfield Special Event Permit Application

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Applicant Name, Organization & Address	E.W. Scripps--KTTS 2330 W Grand Springfield, MO 65802
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E-mail Address	janelle.moffett@scripps.com
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Home or Desk Phone	417-447*-1837
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Cell Phone	417-830-8642
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Fax	417-865-9643
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Second Contact Person	Rex Hansen
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E-mail Address	rex.hansen@scripps.com
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Home or Desk Phone	417-447-1810
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Cell Phone	<i>Field not completed.</i>
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Fax	<i>Field not completed.</i>
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Promoter, if different from Organization, & Address	<i>Field not completed.</i>
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E-mail Address	<i>Field not completed.</i>
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Home or Desk Phone	<i>Field not completed.</i>
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Cell Phone	<i>Field not completed.</i>
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Fax	<i>Field not completed.</i>
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#### Event Information

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Event Name	Woofstock
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Event Description	Festival, Run/Walk/Bicycle
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Please upload 501(c)(3) documentation if required.	<i>Field not completed.</i>
If you checked Other above, please describe.	Pet adoption event benefiting Southwest Mo Humane Society.
Event Date(s)	05/05/2017
Alternate Event Date(s)	<i>Field not completed.</i>
Event Location	Park and Street, Private Property (Please indicate address below)
Name of Park and/or Street	Grassy lot between Expo Center and Parking Garage
Event Address	<i>Field not completed.</i>
Zip	<i>Field not completed.</i>
<p>Note: If this event will take place solely in a Springfield-Greene County Park, please call 417-864-1049 to reserve the park facilities.</p>	
Is this a charity event?	Yes
Organization benefiting from proceeds	Southwest Mo Humane Society
% of proceeds being donated	100% of Mutt March, Silent Auction, donations
Is this a first-time event?	No
If no, what was the last year the event was held?	2016
Please list any variations from the last year the event was held.	Will have additional row of vendor tents, considering the idea of adding a beer garden and partnering w/ Shriners, adding additional entertainment and music.
<b>Event Operations</b>	
Event Set Up Starts:	5/5/2017 7:00 AM
Event Set Up Complete By:	5/6/2017 9:00 AM
Event Start:	5/6/2017 10:00 AM
Event Close:	5/6/2017 6:00 PM
Event Teardown Starts:	5/6/2017 6:00 PM

Event Teardown 5/6/2017 10:00 PM  
Complete By:

Estimated Attendance Per Day 2500

Will this event be open to the public? Yes

Will you be charging admission? No

Will you be accepting donations? Yes, No

Note: Special Event applications involving City properties, thoroughfares or road closures must be submitted to the Springfield Police Department a minimum of 30 days before the desired event date. All parades or races shall be held on weekends or holidays, during daylight hours only (City Code Sec. 78-384 and 78-387).

Are you wanting to close a City street for your event? Yes

Please indicate the street(s)/cross streets(s) you propose to close and what dates and times. Mutt March will be a 5K this year. We have not identified the route but will submit details and requests as soon as its determined.

From: 5/6/2017 8:00 AM

To: 5/6/2017 10:00 AM

Upload Event Route *Field not completed.*

Food will be Neither

How many food vendors do you anticipate having? 6

How will food be prepared? *Field not completed.*

Name of Food Vendor *Field not completed.*

Upload (PDF) list of food vendors here. *Field not completed.*

Will alcoholic beverages be available at your event? Yes

Alcoholic beverages will be Sold by the drink

What type of alcoholic beverages? Beer

Alcohol Will Be Served From: 5/6/2017 10:00 AM

To: 5/6/2017 6:00 PM

**City of Springfield Noise Standards**

*(a) Maximum noise level. No operation or activity shall cause or create noise in excess of the sound levels prescribed below. (b) Sound level standards. The maximum permitted sound level shall be at a volume so as to not unreasonably and knowingly disturb or alarm another person or persons by loud noise. (c) Variations and exemptions. 1. The following uses and activities shall be exempt from the sound level standards: a. Noises not directly under the control of the property user; b. Noises emanating from construction and maintenance activities between 7:00 a.m. and 11:00 p.m.; c. The noises of safety signals, warning devices, emergency pressure relief valves and emergency electric generators; and d. Noises from moving sources such as automobiles and trucks on public right-of-way, railroad equipment on railroad right-of-way and railroad spurs on private property, and airplanes.*

Will there be live entertainment, music or amplified sound at your event? Yes

If so, will stages be built? Yes

How many? 1

Performances will start 5/6/2017 10:00 AM

and conclude 5/6/2017 6:00 PM

Will tents be erected for your event? Yes

Will additional electrical wiring be installed for the event? No

How will you get electricity to your event? Generators

Will access to water be required for the event? Yes

Will restroom facilities be Yes

required for the event?

Have you arranged for security at your event? No

If so, who will be providing security? Please provide Organization, Address and Phone. *Field not completed.*

Note: Applicant is responsible for security personnel for the duration of the event. The number of security officers or police officers will be determined by the Springfield Police Department based on the nature of the event. Please contact the Police Department at 864-1727 for questions or clarification.

Describe your plans for Emergency Medical Services. Will communicate with Cox Medical Services so they are aware of the event.

Describe your plans for trash removal, as well as any organizations or persons directly involved with this aspect of the event. Hometown Disposal

Note: Additional City Permits/Licenses/Insurance Certificates may be required. Applicant is responsible for obtaining all additional permits/licenses/insurance certificates required upon issuance of this use permit. Applicant must check and agree to abide by the following conditions to obtain this permit.

CLEAN UP I agree

INSURANCE I agree

UPLOAD Insurance Policy (if required) [Scripps certificate of liability insurance--2016 Springfield Woofstock.pdf](#)

INDEMNITY I agree

CITY CODES/PERMITS I agree

CONDUCT/NUISANCES I agree

UPLOAD Event Site Map or Sketch here. [Woofstock Layout 2016.pdf](#)

Signature By checking this box and typing my name below, I am electronically submitting my signature.

First Name Janelle

Middle Initial *Field not completed.*

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Last Name **Moffett**

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If you have questions regarding an event or this application, please contact Sharon Spain, Special Event Permit Coordinator, in the Department of Public Information, at 417-864-1105 or [sspain@springfieldmo.gov](mailto:sspain@springfieldmo.gov).

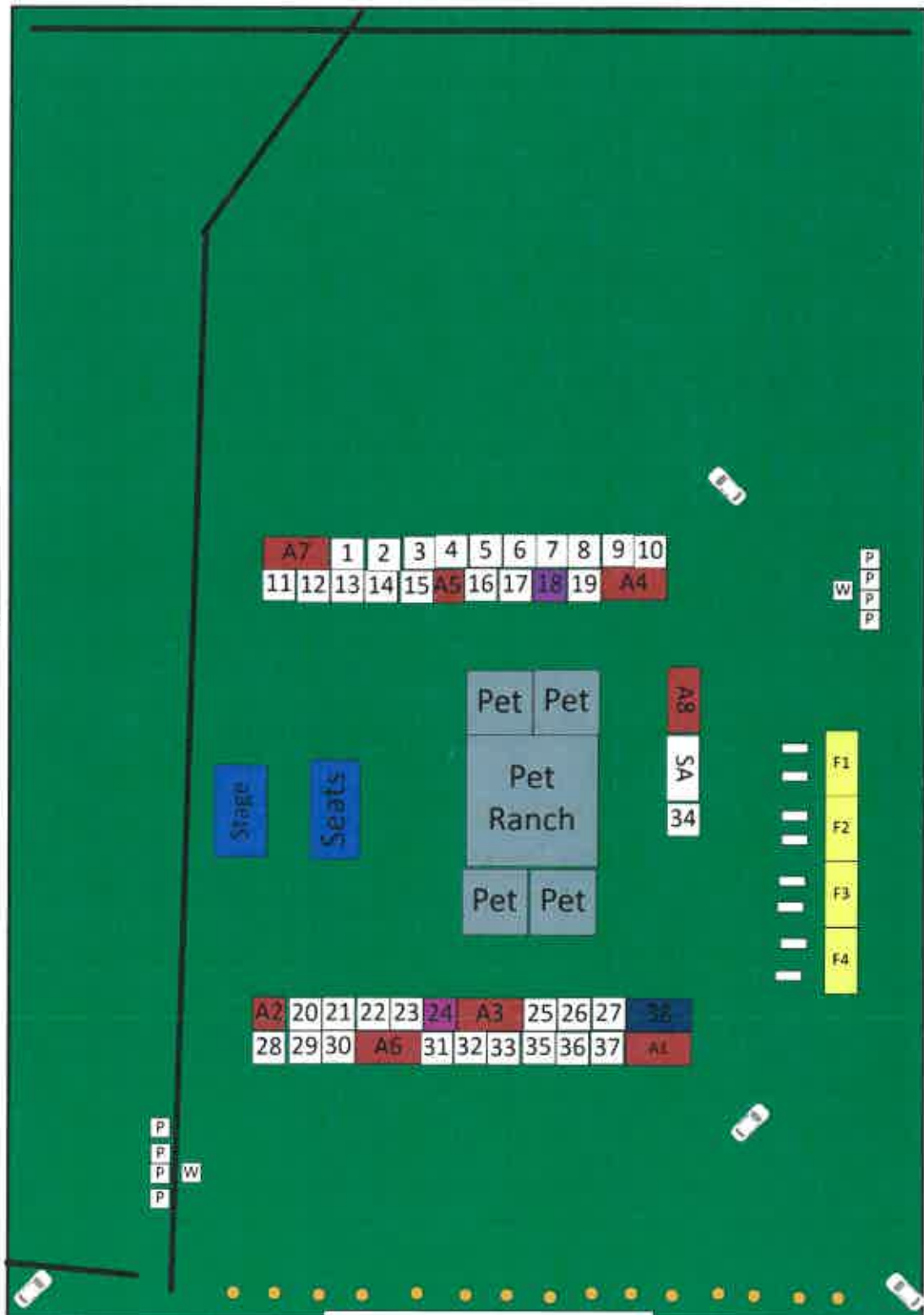
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Email not displaying correctly? [View it in your browser.](#)

Trafficway

Expo

Garage



Pick up and Drop Off  
St. Louis