

Date: 02/14/24

To: Mayor and Members of City Council
From: Sheryl M. M. Long, City Manager
Subject: **SPECIAL EVENT PERMIT APPLICATION: WestSide Market 2024**

In accordance with Cincinnati Municipal Code, Chapter 765; Krystle Gaiser has submitted a Special Event Permit Application Form to the Chief of Police. The Special Event Permit Application has been reviewed by the following department(s): (Cincinnati Fire Department, Metro, Cincinnati Police Special Events Unit, Cincinnati Police District One, Traffic and Engineering Department, Traffic and Road Operations Department and The Health Department. There are no objections to issuing the Special Events Permit.

The particulars of the requested event are as indicated:

EVENT NAME/TITLE: WestSide Market 2024
EVENT SPONSOR/PRODUCER: Krystle Gaiser
CONTACT PERSON: Krystle Gaiser
LOCATION: 3017 Harrison Avenue (Westwood Town Hall)
DATE(S) AND TIME(S): 05/04/24 1000-1500, 06/01/24 1000-1500, 07/06/24 1000-1500, 08/03/24 1000-1500, 09/07/24 1000-1500, 11/30/24 1200-1700.
EVENT DESCRIPTION: Westside Market is a small business pop-up market that takes place on the first Saturday of the month.
ANTICIPATED ATTENDANCE: 1000
ALCOHOL SALES: YES. NO.
TEMPORARY LIQUOR PERMIT HOLDER IS:

cc: Colonel Teresa A. Theetge, Police Chief