

Entry (ID 249984)

Show empty fields

Applicant Information

Event Coordinator Name

Mary Grogan-Seleen

Phone

[REDACTED]

Email

[REDACTED]

Phone Number of day of the event

[REDACTED]

Organization Information

Sponsoring Organization's Name

Friends of the Grignon Mansion

Organization Address

1313 Augustine St.
Kaukauna, Wisconsin 54130

Are you a 501(3) C Organization?

Yes

Attach IRS proof of designation



IRS-taxexempt
number46-1.pdf

Will alcohol be sold? (Must be a qualifying non-profit organization see No

application in the above checklist)

Event Information

Name of event	American flag folding-MIAPOW table ceremony
How long is your event?	My event is one day only
Date of the Event	June 13, 2026
Event start time (include set up time)	10:00 AM
End time (include take down time)	11:00 PM
Total anticipated attendance for event (Please include attendees and staff, volunteers, vendors, etc.)	50
Describe your event and its purpose	members of local American Legion post will demonstrate proper handling of American flag followed by MIA/POW memorial ceremony as part of civic holiday celebration. d by brief MIA/POWmemorial ceremony
Do you have a certificate of insurance for your event? (For events larger than 249 people and/or events that require street closure)	Yes
Health Department	
Will food be prepared and/or served at the event?	No

Fire Department Information 920.766.6320

Please upload your plan for medical emergencies here



Emergency-medical-plan-1.pdf

Will you use portable commercial cooking equipment or electrical appliances that draw high amperage? No

Will you use a tent bigger than 400 square feet? No

Police Department and Street Closures 920.766.6337

Will alcohol be served at your event? No

Are you requiring street closures for your event? No

Will your event be inside or outside? Outside

Please upload a map/route/location



image-of-grignon-grounds.pdf

If having a park event, did you reserve the park? No

Event Activities

What type of activities will be part of your event (please check all that apply): civic educational program

Additional Services & Equipment

I have read the guidelines and policy and agree to the terms within.

Signature Mary Grogan-Seleen

Comments/Notes

Entry Details

 Submitted: **May 26, 2026 at 2:04 pm**

 Entry ID: **249984**

 Entry Key: **fu0nb**

User Information

 IP Address: [REDACTED]

 Browser/OS: **Google Chrome 148.0.0.0 / Windows**

 Referrer: **https://kaukauna.gov/special-events/**

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