



COURTHOUSE COMPLEX FACILITY ACCESS SUMMARY

1. Entrances to the Courthouse Complex shall remain open during normal business hours for access by the public. One or more entrances may be temporarily closed because of staff limitations or maintenance repairs. Entrances shall not be closed during normal business hours except in the event of an ongoing threat to safety of people in the Courthouse Complex or Courthouse Grounds.
2. Event Organizers should notify Milwaukee County of an Event or Exhibit so we can work with them to ensure a safe event. Notice Forms are in Room G-1.
3. Peaceful Events and Exhibits can take place in public areas (i.e. Rotunda, Hallways and Outdoors). Events and Exhibits cannot take place in offices or secured areas.
4. Events must take place during normal business hours which are 8:00 am – 5:00 pm Monday - Friday in the Courthouse Complex, and 8:00 am – 8:00 pm daily on the Courthouse Grounds.
5. Any event that is larger than the egress capacity (which is 143 for the Rotunda) must be moved outdoors. To the extent egress capacity is posted, the posting shall control.
6. All event participants coming into the Courthouse Complex must go through Security.
7. A six foot wide (or greater) pathway for egress must be maintained at all times. The Department of Administrative Services (“Department”), may set up a designated area for Events and Exhibits to ensure egress of all occupants.
8. Events cannot interfere with the business of other Courthouse Complex users, including a limitation on noise.
9. Any event that does not follow this Policy may be limited or terminated by the Department with assistance by the Sheriff’s office.
10. For each Event or Exhibit, the County may designate an area that the event must be limited to in order to ensure egress of all occupants.
11. Any event participants participating in an Unlawful Assembly, as defined by Wis. Stats. 947.06, will be removed by the Sheriff’s Office.
12. Any event that causes a breach in security (e.g. participants not going through standard security screening as required of other visitors) may trigger a lockout or lockdown of the facility by the Sheriff’s Office, with costs associated with the lock down being recovered from event participants and organizers.

This notice is a summary and the Milwaukee County’s Facility Access Policy (“Policy”). The full Policy should be consulted. Copies of the Policy and Notice Forms are available on the County’s website or in room G-1. Those participating in and organizing an event or exhibit agree to the terms and conditions of the Policy, including liability and indemnification provisions. *Effective 12/19/14.*