

Application for Racing Event Permit



City of Smyrna
2800 King Street
Smyrna GA 30080
770-434-6600

Please print legibly or type.

October 1, 2019
Date of Application

I. Permit Applicant Information

Applicant's Full Name Principal Ashley Campoli
Address 605 Glendale Place Smyrna, GA 30080
Phone # 678-842-6810 FAX # _____
Email ashley.campoli@cobk12.org

*** Application must include a copy of the applicant's state issued photo ID.**

II. Event Organizer Information.

Organization/Group Name Belmont Hills Elementary School
Name of Event Character Parade
Address 605 Glendale Place Smyrna, GA 30080
Phone # 678-842-6810 FAX# _____
Email ashley.campoli@cobbk12.org

III. Event Coordinator/Director.

Please provide the complete information and contact info for the professional race coordinator. Include a 24-hr contact number where they can be reached regarding the event.

Name: Principal Ashley Campoli
Phone Number: 678-842-6810
Email Address: ashley.campoli@cobbk12.org

***Application must include a copy of the coordinator’s state issued photo ID.**

IV. Purpose.

Please describe the reason for your application and the event:

Students will dress as their favorite storybook character. Administration will parade students through the school campus, then onto Glendale Place, eastbound for approximately 272 feet, and back onto the main campus driveway. There will be approximately 200-300 students/administration involved. Character parade will be held on Friday, October 25, 2019 at 9:00am and conclude at 9:20am.

V. Event Details.

Date of Activity (mm/dd/yy) 10 / 25 / 2019
Starting Time 0900 Finishing Time 0920
Number of participants 200-300 Number of Vehicles (if any) 0

VI. Event Route.

Racing Events must select a pre-approved route as designated by the Police Department.

5K: Route # _____ 10K Route # _____

Attach a copy of the proposed route and indicate on the map any planned assembly locations.

Identify specific assembly locations and describe any planned activities or intended uses for those locations: Students/Administration will assemble on the campus’ southwest parking lot. At 0900, administration will lead students south onto Glendale Place, then east towards the main drive and back on campus. Total distance of road closure= 272 feet.

VII. Applicant Certification

1. Event organizer must include an executed copy of the release and indemnity form signed by a representative authorized to sign such a document.
2. Applicant agrees to secure an approved Emergency Medical Services plan from the Emergency Medical Services Director of the Smyrna Fire Department and submit the approved plan to the Office of the Assistant City Administrator no later than 30 days prior to event.
3. Applicant agrees to secure Comprehensive Liability Insurance up to \$500,000 per the terms of Chapter 11 of the City Code and to provide documentation to the Assistant City Administrator no later than 30 days prior to the event. Please refer to the Insurance Guidelines for clarification.
4. Applicant confirms that all information that has been provided is accurate to the best of their knowledge and no misrepresentations have been made. False or inaccurate information may result in the denial or revocation of the event permit.


Proof of all required items need to be attached to the application.

Permit will receive initial approval for the date and time of the event and final approval will only be received after all documents (proof of insurance, approved EMS plan) have been provided to the City of Smyrna at least 30 days prior to event.

I also understand that the permit fees, and fees due the officers are to be paid before the start of the event.

Applicant Signature Ashley Campore Date Oct. 1, 2019

(Police Department Use Only)

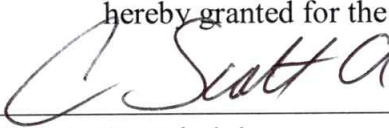
Approve  Deny _____ Modification _____

Police Department Comments _____

See Attachments _____

PERMIT

VIII. The application for Racing Event Permit as outlined in the application section is hereby granted for the stated purpose at the listed location and date.



Assistant City Administrator

Approved.

Date 10-1-19

Road closed per Robert Harvey

Denied for the following reasons:

Assistant City Administrator

Date

Notice to permit holder: This permit, any limitations, attachments, or instructions must be kept with the person in charge and on the premises where the event is to be held.

The mere filing of the permit application does not mean that the date requested is secured. It is strongly recommended that any event should not be published or advertised until the final approval is received.

City of Smyrna
2800 King Street (City Hall)
Smyrna GA 30080

City Hall Reception 770-434-6600	Police Department 770-319-2534	Fire Department 770-434-6667
Community Relations 678-631-5401	Parks and Recreation Department 770-431-2842	EMS Director (Fire) 678-631-5461



Created June 2017



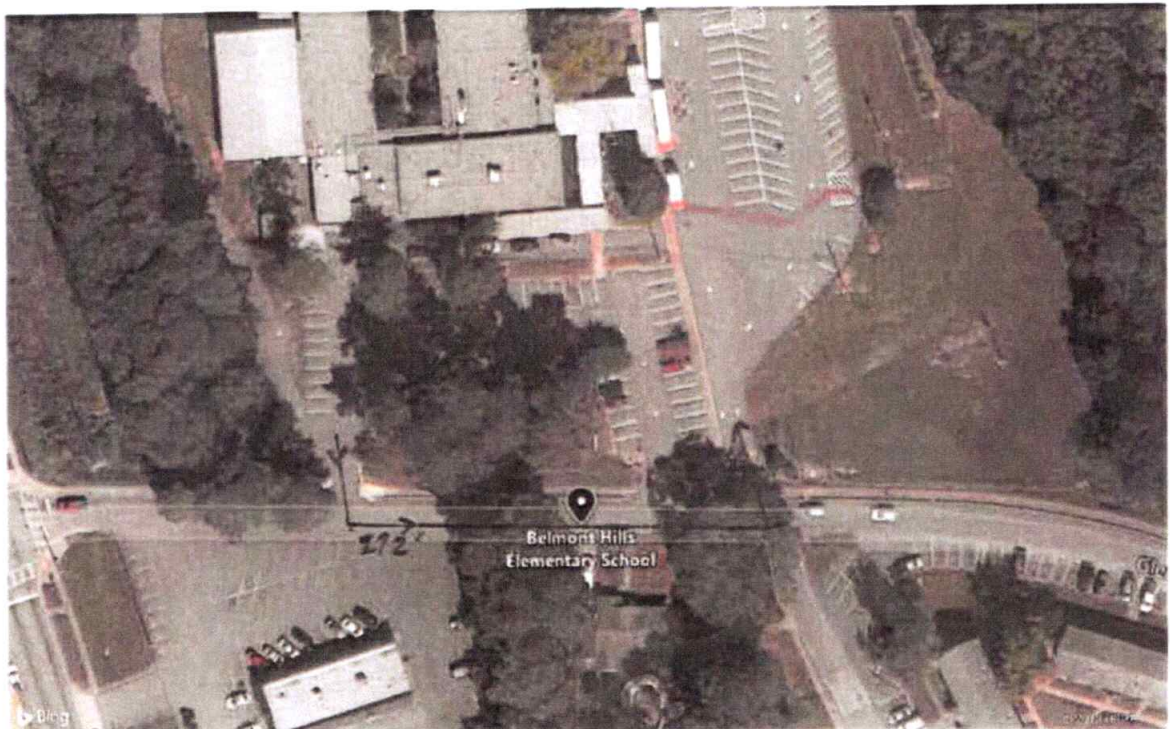
Belmont Hills Elementary School

Address: 605 Glendale Pl SE, Smyrna, GA 30080

Phone: (678) 842-6810

Website: <http://www.cobbk12.org/BelmontHills/>

Character Parade



Data from: Zillow · Schooldigger · Greatschools · Freebase