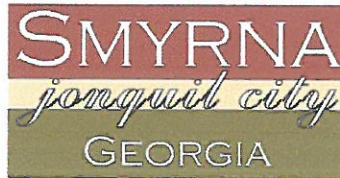


Application for Racing Event Permit



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

Please print legibly or type.

8-3-2017
Date of Application

I. Permit Applicant Information

Applicant's Full Name Barbara Allen
Address 1555 Delford Way SE, Smyrna GA 30082
Phone # 404 791 6935 FAX # _____
Email ballen@smyrnapsf.org

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

II. Event Organizer Information.

Organization/Group Name Smyrna Public Safety Foundation
Name of Event Smyrna 5K
Address 2626 Atlanta Rd SE, Smyrna GA 30081
Phone # 404-791-6935 FAX# _____
Email ballen@smyrnapsf.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: Gary Jenkins
Phone Number: 404 313 7710
Email Address: gary@georgiarunner.com

***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:

Race benefits the programs of Smyrna Public Safety Foundation & Smyrna Optimist Club.

V. Event Details.

Date of Activity (mm/dd/yy) 9 / 4 / 17
Starting Time 8:00 am Finishing Time 9:30 am
Number of participants 300 Number of Vehicles (if any) _____

VI. Event Route.

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

5K: Route # 3 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:

City Hall assembly - water stop at turn around, or if temperature is hot will stage water stop at Taylor Browner Hall so runners can access water out and back.

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 Barbara Allen Date 8-3-17

(Police Department Use Only)

Approve ✓ Deny _____ Modification _____

Police Department Comments _____

See Attachments Bloma 8/7/17

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.

Tammi Jadden Jones
Assistant City Administrator

8/9/2017
Date

Denied for the following reasons:

Assistant City Administrator

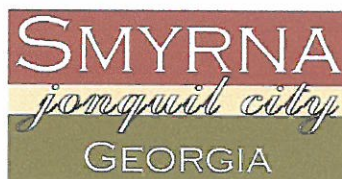
Date

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



CITY OF SMYRNA RACING EVENT PERMIT APPLICATION CHECKLIST

1. REQUIRED MATERIALS AND INFORMATION FOR PERMIT APPLICATION

- ☒ Copy of Applicant's State Issued Photo ID and Race Coordinator's State Issued Photo ID.
- ☒ Secure a Professional Road Race Coordinator. Provide evidence of prior race coordination.
- ☒ Turn by Turn Route Selected from Approved List from the Smyrna Police Department.
- ☒ List of Assembly Locations.
- ☒ Exact Timeline for Event Setup, Activities, and Cleanup.
- ☒ Signed Release and Indemnity Form.
- ☐ Signed Agreement to Secure \$500,000 in Comprehensive Liability Insurance. (See: Insurance Guidelines)
- ☒ Signed Agreement to Secure Emergency Medical Services Plan from Smyrna Fire Department.
- ☐ Provide Payment of Racing Event Permit Application Fee (\$250).

2. AFTER INITIAL APPROVAL, BEFORE THE EVENT.

- ☐ Secure and provide Proof of Liability Insurance to the Smyrna Police Department at least 30 days before the event. Failure to do so will result in revocation of permit and cancellation of the event.
- ☒ Secure Approval of EMS Plan by Smyrna Fire Department Emergency Medical Director at least 30 days before event. Failure to do so may result in revocation of permit and cancellation of event.
- ☒ Secure all equipment required for the event. The City will not provide cones or other items.
- ☐ Meet with City staff at least two weeks in advance of event to confirm all requirements have been met. Failure to do so may result in the revocation of the permit and cancellation of the event.

3. ON THE DAY OF THE EVENT

- ☐ The race event organizer/coordinator/director must be onsite and reachable by phone at all times during the event, should a problem arise. They must also carry the permit with them at all times.
- ☐ Ensure the approved EMS plan is being followed. Comply with all safety directives from the Smyrna Police Department and/or Smyrna Fire Department. Everyone's safety is our primary concern!
- ☐ All race participants and equipment (cones, barricades, etc.) must be off the road by 10:00 AM.
- ☐ All assembly and event areas must be completely cleared by agreed upon end time of event. Any costs associated with cleanup that the City must undertake will be charged to event organizers.

4. IMPORTANT DEADLINES TO REMEMBER

- **60 DAYS** – Racing Event Permit Application must be filed with SPD at least 60 days in advance.
- **30 DAYS** – Provide Proof of Liability Insurance to SPD or Office of Assistant City Administrator.
- **30 DAYS** – Secure Approval of Emergency Medical Services Plan from Smyrna Fire Department.
- **14 DAYS** – Meet with City staff to confirm all requirements have been met. The sooner the better!



DRIVER'S LICENSE

NUMBER 071791022 EXPIRES 03-22-2018

ALLEN, BARBARA JEAN
1555 DELFORD WAY SE
SMYRNA, GA 30082-5040

SEX	BIRTHDATE	ISSUE DATE	COUNTY
F	03-22-1955	02-11-2008	033
HEIGHT	WEIGHT	CSC	FEE
5-03	126	5 100	30.00
CLASS	ENDORSEMENTS	TYPE	
C		REG	

ORGAN DONOR *Barbara Jean Allen*



COMMISSIONER

Wayne C. Bryant



USA

Georgia

GOVERNOR

Nathan Deal

112447

DRIVER'S LICENSE



COMMISSIONER *Rita Wilson*



DL NO 002578111
CLASS C
GARY CLIFTON
JENKINS

DOB 11/24/1947
EXP 11/24/2017

9325 MARTINS LAKE DR
ROSWELL, GA 30076-2865
FULTON

Restrictions A End NONE
Iss 11/21/2012

Sex M Eyes HAZ
Hgt 5'-06" Wgt 175 lb

Gary Clifton Jenkins

DD 144426527830049012 Veteran



CITY OF SMYRNA RELEASE AND INDEMNITY AGREEMENT

In consideration of participation in said special event the undersigned organization/business/group/individual hereby agrees and warrants that they shall release, defend, indemnify and save harmless the City of Smyrna, its officers, directors, employees and any other person, firm or corporation charged or chargeable with responsibility or liability, their heirs, administrators, executors, successors and assigns and agents from any and all costs, expenses, restrictions, claims, demands, suits, actions, proceedings, damages, liabilities, deficiencies, judgments, levies, costs or expenses, including, but not limited to, attorney's fees and expenses of any kind and nature, including, but not by way of limitation, any claim for damages to property or injuries to or death of any person or persons relating to or arising from the special event or related activities, regardless of whether arising from the negligence or wrongful acts, errors or omissions of the City of Smyrna.

Without limiting the generality of the foregoing, the undersigned organization/business/group/individual agrees that they shall reimburse the City of Smyrna for legal fees and other costs incurred in the City of Smyrna's defense of such claims of litigation. The City of Smyrna shall have the right to participate in the defense of any claims or litigation and shall have the right to approve any settlement.

This release extends and applies to, and also covers and includes, all unknown, unforeseen, unanticipated and unsuspected injuries, damages, loss and liability, and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries or damages which are unknown or unsuspected to exist at the time, to the person executing such release, are hereby expressly waived.

The undersigned organization/business/group/individual acknowledges that the agreement hereby releases and discharges the City of Smyrna, its officers, directors, employees and agents, of any and all claims, relating to any bodily and personal injuries or damages to property and the consequences thereof resulting from their participation in the said special event. I do hereby covenant with the City of Smyrna that I, my heirs, executors, assigns and transferees will never at any future time sue the City of Smyrna for or on account of any claim for damages arising out of my participation in the said special event whether such claims arise by negligence of the City of Smyrna, its employees or agents, or by the negligence of any other participant.

It is further agreed and understood that said participation in the special event is not to be construed as an admission of liability and acceptance of assumption of responsibility by the City of Smyrna, its officers and members.

This is the 4 day of August, 2017.

NAME OF ORGANIZATION/BUSINESS/GROUP/INDIVIDUAL:

Smyrna Public Safety Foundation

INDIVIDUAL RESPONSIBILITY

Barbara Allen
(Signature)



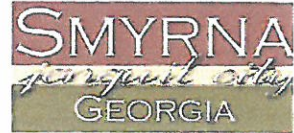
Smyrna Fire Department

"A TRADITION OF EXCELLENCE"

Fire Chief
Roy Acree

2620 Atlanta Rd.
Smyrna, GA 30080
(770) 434-6667
www.smyrnacity.com

Deputy Chief
Brian Marcos



EMS Plan for Smyrna 5k

Smyrna Fire Department will be staged onsite of the start and end of the race to administer any necessary first aid.

In the event of a medical emergency on the race course, Smyrna Police directing traffic will radio for assistance.

Each of the mile split timers and the volunteer at the race turn around will be equipped with a cell phone to call 911 in the case of a medical emergency.

Thomas Bates

EMS Director
Smyrna Fire Department
2620 Atlanta RD
Smyrna GA. 30080