

CONTACT / EVENT INFORMATION

I am organizing this event on behalf of _____.

I understand that as the event organizer, it is my responsibility to adhere, and to ensure that the event participants adhere to all Municipal and Provincial road safety rules and regulations.

I understand

I understand that the event does not allow for event elements including food trucks, merchant vending/sales; however, refreshments provided at the completion of the event are permitted.

I understand

I understand that as the event organizer, it is my responsibility to contact the Royal Newfoundland Constabulary to notify them of the event and request traffic services support for the event.

I understand

Main Contact Name

Daytime Phone Number

Email

Address

City

Postal Code

TYPE OF EVENT:

- Running Road Race (competitive)
- Walk
- Bicycle Race
- Run/Walk

EVENT REQUIREMENTS

The organizer is required to provide the city with the following information along with the application.

- Proposed Route
- Insurance Liability

Event Date

Start Time

End Time

Please provide the name and address of one (1) alternate in the event you are not available on the event day.

First Name

Last Name

Address

City

Postal Code

ROAD CLOSURE

As the event organizer, it is my responsibility to arrange for traffic control services such as Hi – Vis or Safety First to control traffic at major intersections. It is also my responsibility to ensure safety marshals are at all intersections along the event route.

- I understand

RESPONSIBILITIES & ACKNOWLEDGEMENTS OF EVENT ORGANIZER/APPLICANT

Upon submission of the Road and Trail Event Application, the organizer/applicant agrees to the following:

- Ensure the physical setting is kept safe for participants, its volunteers and employees, and the general public.
- Take all precautions and measures to ensure the health and safety of participants, its volunteers and employees, and the general public.
- Take immediate action to prevent participants, its volunteers and employees, and members of the general public attending or present at the event from engaging in activities or conduct that the organizer reasonably believes could cause damage or harm to themselves, others or property.
- Take immediate corrective action if a situation develops that could lead to injury or property damage, including ensuring that 911, Police, Ambulance, and/or Fire Department, etc., is called when assistance is required.
- Abide by the by-laws, rules, regulations, policies and procedures of the City of Mount Pearl.
- Ensure its volunteers and employees are aware of the obligations set out in this application.

Consent to Collection, Use and Disclosure of Personal and Other Information

Personal information on this application is collected for the purposes of administration, management, and enforcement of the City of Mount Pearl. Personal information along with other information provided with this application will be shared among City Council and the Department of Recreation and Community Safety who have input in this application.

Agreement to Indemnify and Hold Harmless

Upon signing the application, the event organizer/applicant agrees to save harmless and indemnify the City of Mount Pearl and its elected representatives, officers, employees and agents from and against any and all claims, demands, suits, actions, causes of actions and/or proceedings that may be brought against or made upon the City of Mount Pearl and/or its elected representatives, officers, employees and agents by any person arising out of matters in any way related to any act, failure to act or otherwise of the event organizer/applicant and/or its employees, officers, servants, volunteers and agents in respect of, or pertaining to the event described in this application.

Release of Waiver of Liability

Upon signing the application, the event organizer/applicant hereby releases, waives, and forever discharges the City of Mount Pearl and its elected representatives, officers, employees,



Road and Trail Event Application
Department of Recreation and Community Safety
Municipal Enforcement Division

and agents from all liability to itself and its heirs, executors, administrators and assigns for all loss or damage and any claims or demands for such loss or damage on account of injury or damage to property for which the City of Mount Pearl may be responsible in respect of the conduct of the said event.

Insurance Requirements

At least 10 days prior to the event, the event organizer/applicant must provide proof that they have obtained a Commercial General Liability Insurance Policy in relation to the special event with limits of not less than **FIVE MILLION DOLLARS (\$5,000,000.00)** inclusive per occurrence for bodily injury, death and damage to property, including loss of use thereof. The Policy must be in the name of the event organizer/applicant and must name the City of Mount Pearl as an additional insured. The Policy must include coverage for Cross Liability and shall contain an endorsement to provide the City of Mount Pearl with thirty (30) days written notice of cancellation or material change that would diminish coverage.

Applicant Declaration

I certify that I have read this entire application form and am fully aware of its terms and conditions and my obligations created by it. I certify that I am 18 years of age or older. I certify that I am duly authorized to enter this application on behalf of the above-noted organization. By submitting this application electronically, I hereby agree to the terms and conditions for the Road and Trail Event application being made.

Applicant Name

Applicant Signature

Date:

SUBMIT

OFFICE USE ONLY	
Approved by: _____	Date: _____
<small>Signature</small>	
Department of Public Works notified of event, closures, barricades, etc.	<input type="checkbox"/>