



**City of Billings  
RIGHT-OF-WAY ACTIVITY  
PERMIT**

Please check the type of activity you are applying for:

Parade  Run/Walk/Procession  Street/Alley Closure  Block Party

Submit this application with attachments to either the: Public Works office, 2224 Montana Ave., Billings, MT 59101 or Downtown Billings office, 2815 2nd Ave North, Billings, MT 59101. Application packet should be turned in at least 60 days prior to the date of the proposed event for approval.

PERSON MAKING APPLICATION Susan Eades & Debbie Schnek

ORGANIZATION MAKING APPLICATION TAP 365 (THE Awareness Project)

PHONE 208.1167 OR 629-1510

ADDRESS 3004 Millice Ave. Bldg. MT 59102

EMAIL ADDRESS SUZIE.EADES@GMAIL.COM OR REXX041@YAHOO.COM

APPROXIMATE TIME EVENT WILL:

Assemble 7:00am Start 9:00am Disband 10:00am

DATE OF EVENT August 20, 2011

PURPOSE/DESCRIPTION OF EVENT: (Description and detail of the event.)

The stride 4 mile 5K fun/run/walk is a fundraiser for the Pride Foundation post-secondary education scholarship for a MT citizen. Part of the proceeds will also go to Billings Park, Recreation + Preservation Foundation. The goal is to bring the whole community together promoting fellowship + fun regardless of our differences.

EVENT ROUTE DESIRED (IF APPLICABLE): (Please attach map.) <sup>location</sup>

pls see attached map & outline of course guides.

BLOCK PARTY STREET LOCATION (IF APPLICABLE):

CLEAN UP IMPLEMENTATION: (Company contracted or services you will provide)

the TAP 365 volunteers + event coordinators will provide all clean-up.

**CERTIFICATION OF INSURANCE WHICH MUST SHOW:** (1) The limits of liability coverage for the period of this agreement as a minimum of \$750,000 per claim/ \$1.5 million per occurrence general liability, and (2) the City of Billings named on the Certificate of Insurance as the additional insured. (Refer to the sample insurance copy. Please note a certificate of insurance is not required for Block Parties)

**NOTICE:** ANY MARKINGS (NO PAINT ALLOWED) TO BE PLACED ON PUBLIC RIGHT-OF-WAY MUST BE APPROVED BY THE CITY TRAFFIC/ENGINEERING DEPARTMENT PRIOR TO PLACEMENT, BE ENVIRONMENTALLY SAFE, AND NOT CONFLICT WITH EXISTING MARKINGS.

**FOR DOWNTOWN EVENTS:** YOU OR THE ORGANIZATION YOU REPRESENT MUST "ASSIGN" THE FIRST TWO BLOCKS OF THE DOWNTOWN EVENT ROUTE FOR NO PARKING TWO HOURS PRIOR TO YOUR EVENT USING THE ROUTE SIGNS PROVIDED BY THE CITY. IT IS YOUR RESPONSIBILITY TO PROVIDE THE APPROPRIATE BARRICADES FOR THE STREET CLOSURE.

IF USING THE ESTABLISHED EVENT ROUTE, THE CITY WILL PROVIDE TWO POLICE OFFICERS WITH VEHICLES TO START THE EVENT, AND A STREET SWEEPER, IF NECESSARY, TO FOLLOW THE EVENT.

**COORDINATOR OF EVENTS AT WHICH ALCOHOL WILL BE CONSUMED IN PUBLIC RIGHT-OF WAY ARE REQUIRED TO OBTAIN AN OPEN-CONTAINER PERMIT FROM THE POLICE DEPARTMENT**

**UPON SIGNING OF THIS APPLICATION, THE APPLICANT AGREES NOT TO VIOLATE ANY STATE OR CITY CODES IN THE PRESENTATION OF THE REQUESTED SPECIAL ACTIVITY.**

In consideration for permission to conduct its activity as requested, applicant agrees to indemnify, defend and hold harmless the City of Billings, its officers, agents, employees and volunteers from damage to property and for injury to or death of any person and from all liability claims, actions or judgments which may arise from the activity.

Applicants also agree to obtain valid "save or hold harmless agreements" from all participants in its activity, protecting the City of Billings from all losses arising out of its activity, including damages of any kind or nature.

APPLICANT SIGNATURE William J. Eads DATE 6/30/11

APPLICATION APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

APPLICATION DENIED \_\_\_\_\_ DATE \_\_\_\_\_

ADDITIONAL RESTRICTIONS OR SPECIAL CONDITIONS: YES [ ] NO [ ]  
(IF YES, ATTACH COPY)

**FOR CITY USE ONLY**

FEE: \$100.00

PAID: \_\_\_\_\_

DATE: \_\_\_\_\_

- COPIES TO:**  
CITY ADMINISTRATOR  
DEPUTY CITY ADMINISTRATOR  
POLICE CHIEF  
FIRE CHIEF  
FIRE MARSHALL  
MET TRANSIT MANAGER  
STREET/TRAFFIC SUPERINTENDANT  
TRAFFIC ENGINEER  
PRPL DIRECTOR  
PARKING SUPERVISOR  
CITY ATTORNEY

5K Fun Run/Walk  
 August 20, 2011  
 Beginning and Ending at Rose Park, Billings MT

Race begins 9:00 am - last walker should be in by 10:00 am		
5k Race Course turns	Course guides - w/ orange vest and stop/slow signs	
Starts on 22nd St W by Tennis Courts		
Turns left on South End of Rose Park	x	
Turns left onto 21st St W	x	
Turns Right onto Ave C	x	
Turns left onto 18th St W	x	
Turns Right onto Parkhill	x	
Turns left onto 17th St W	x	
Right after bridge, turn left onto Soloman Ave	x	
Follow Dirt road along the ditch until you get to 21st St W		
Turn right onto 21st St W	x(same course guide as other gray area)	
Turn left onto Colton	x	
Turn left onto Meadowwood St	x	
Turn left onto Cohagen Dr	x	
Turn right onto Woody Dr	x	
At the bottom of Woody Dr, turn left onto dirt trail along ditch	x	
Follow the dirt trail until you get back to 21st St W, then turn right immediately after the gate	x(see above)	
Cross the bridge and follow the sidewalk down into the baseball field parking lot	x	
Go down 21st St W until the south end of the circular sidewalk path	x	
Follow the circular sidewalk to the pavillion/finish		
Residences along the course: 131	we will distribute information flyers ahead of time	
Businesses/churches: 2	we will distribute information flyers ahead of time	
we will have a lead bike and a sweeper biker		
We will have 2 med tents on cours and 1 at finish.		

