

VILLAGE OF ASHVILLE
Special EVENT PERMIT



Name of Organization: Fighting Flamings
Address: 10524 Ashville Pike Lockbourne, OH 43137 Contact Person: Maggie Langerin Phone #: 740-216-2373

Date of Event: October 5, 2013

Time (s) of Event (Range): 10 A.M. - 6:00 P.M.

Location of Event(s): Ashville Community Park
Name, Address, Contact, Phone

Description of Event: Live Music Broadcast Music Block Party **
 Graduation Party Birthday Party Festival Party
 Other* Zombie 3k walk

* What type of event?
** Attach signatures from all residing parties in the area of the block party, no alcohol in public area.

Location of Alley(s) or Street(s) being used: route attached

Anticipated Number of People at Event (Range): 50-200

Facility Capacity for Event: _____

Special Requirements: _____

Check List:
Evidence of capability to run the Special Event
 Financial Personnel Security Personnel Age Verification First Aid
 Liability insurance Traffic Plan Parking Plan Crowd Control Plan

Village services:
 Utilities Police Service

Public facility being used:
Douglas E. Clark
Signature

Douglas E. Clark
Print Name and Title (Chief of Police)

Date: July 8, 2013



Zombie Walk 2013

Financial - The event will be funded by registration fees paid by participants. Once we have a firm date we will also be working to secure sponsorships from local businesses.

Personnel - The event will be ran by the Relay for Life team Fighting Flamingos and volunteers. We plan on having a minimum of 20 event staff identified by specially marked/colored shirts.

Security - We plan on having a minimum of 10 people in specially marked/colored shirts volunteering to monitor the event and identify individuals and groups not adhering to park and event rules.

First Aid - We will have a clearly marked tent ran by a certified medical assistant. Once we have a firm date for the event we will be seeking additional medical volunteers and submitting requests for private ambulance companies to donate time or services. For serious injury and medical situations we will contact 911.

Liability Insurance - We have enclosed a copy of a proposed policy. Once we have a firm date we will be able to purchase a policy and provide an actual declaration page.

Traffic Plan - Participants will be expected to obey existing traffic laws.

Parking Plan - Participants will be expected to utilize parking areas available for the Ashville Park as well as on-street parking unless otherwise marked.

Crowd Control Plan - Every participant will be given a program that will include an timeline of events, map of the route, park rules, event rules (and behavior expectations), and local emergency contact numbers. It will also have information on how to identify event staff and security staff.

We will utilize signage to clearly indicate areas of interest such as registration table, starting line, and first aid tent. A cell number for the first aid tent will be provided to participants if they need assistance on the route.

Team members and volunteers will be given specific roles and responsibilities for the day of the event. The team captains of the event will be monitoring all volunteers to ensure that they are adhering to their assigned responsibilities.

Team members and volunteers will communicate using a smart phone application if we are unable to secure sponsorship for walkie-talkie rental.

Volunteers will be staged at high risk points in the route (I.e. busiest intersections) to ensure that participants are conducting themselves in a safe manner. The route will also

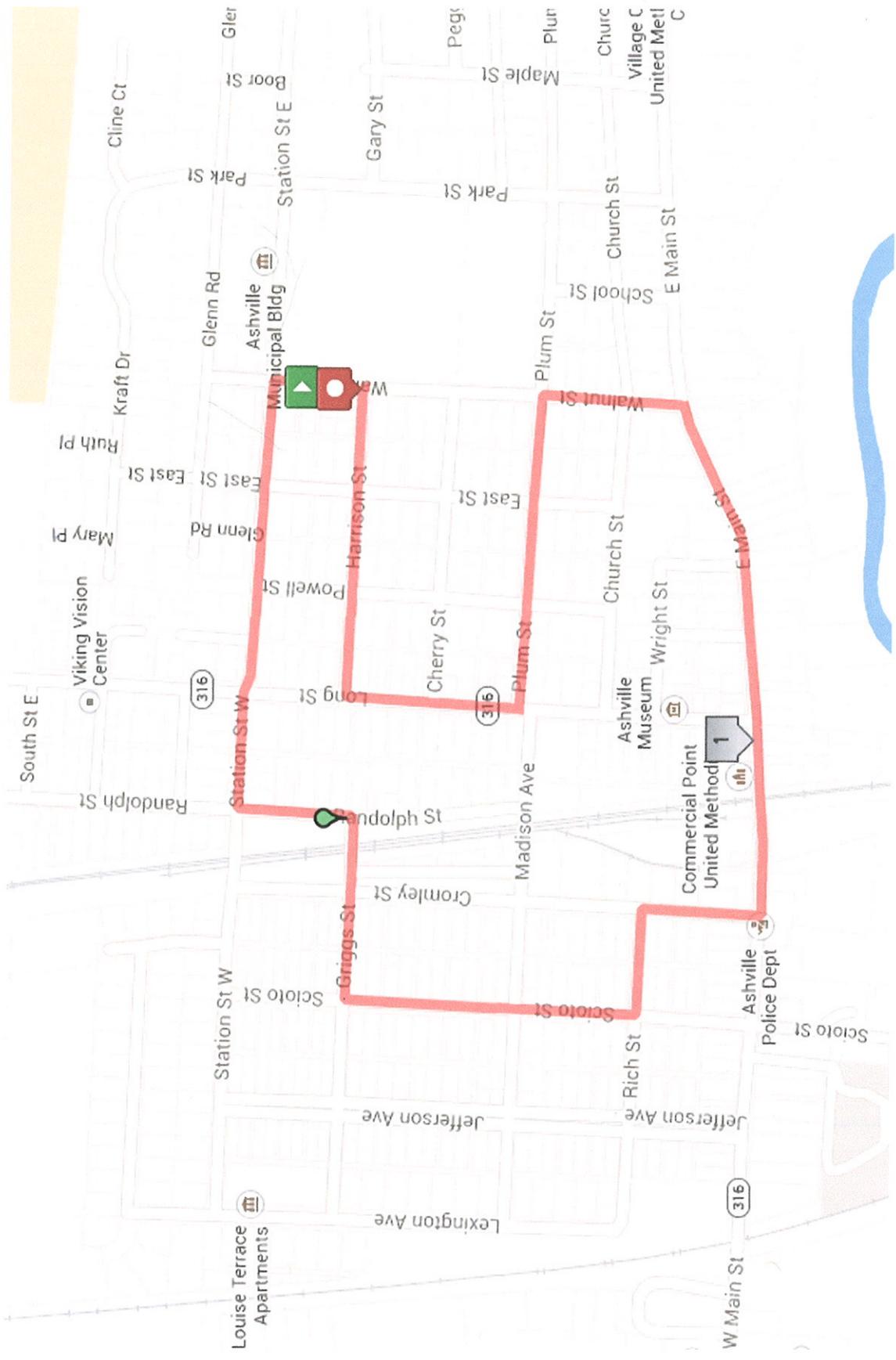
be clearly marked by a series of signs.

The event will have a dj with sound equipment. This equipment will be used to play music, to make announcements to the crowd and conducting contest for the participants such as Best Zombie Walk and Best Zombie Costume.

We are not requesting that roads be blocked or police assist with the walk. However, we welcome any assistance that they are interested in providing (i.e. bicycle cop navigating the route).

A copy of the proposed route is attached. Since this is our first event we are unable to provide an accurate number for attendance. The team has set a goal of 200 participants. We intend to conduct a family-oriented event and all ages are welcome.

We hope that this is a fun event for the community that assists the Fighting Flamingos to raise money for Relay for Life and that brings awareness to the Relay event held at the Teays Valley High School every year.



Fighting Flamingos Zombie Walk 3K 2013

- **Start at Ashville Community Park**
- Turn right on to Walnut St
- Head north on Walnut St toward Station St E
- **Turn left onto Station St E**
- Head east on Station St W toward Long St
- Head west on Station St W toward Randolph St
- **Turn left onto Randolph St**
- Head south on Randolph St toward Griggs St
- **Turn right onto Griggs St**
- **Turn left onto Scioto St**
- Head south on Scioto St toward Madison Ave
- **Turn left on Rich St**
- Head east on Rich St toward Cromley St
- **Turn right on Cromley St**
- Head south on Cromley St toward W Main St
- **Turn left on W Main St**
- Head west on E Main St toward Walnut St
- **Turn left on Walnut St**
- Head south on Walnut St toward Church St
- **Turn left onto Plum St**
- **Turn right onto Long St**
- **Turn right on Harrison St**
- **Turn left onto Walnut St**
- **End at Ashville Community Park**

Total Route 1.89 miles = 3k