



**Plain Township Walk/Run/Race Application**

Name of Organization: \_\_\_\_\_

Contact Person: Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Phone (cell) \_\_\_\_\_

Website Address if event is advertised \_\_\_\_\_

Date of walk/run/race \_\_\_\_\_ Time: \_\_\_\_\_

Location of walk/run/race \_\_\_\_\_

Length of walk/run/race \_\_\_\_\_

Attach Map of route / site plan (application will not be accepted without route attached)

Ancillary events \_\_\_\_\_

Park Pavilion Usage: Yes \_\_\_\_\_ No \_\_\_\_\_ A permit is needed to use any park pavilion.

ROAD CLOSURES – Plain Township will only close roads temporarily to allow runners to cross. Provide attached list of township roads requested to be closed

**All businesses/residents must receive a letter about the event explaining dates/times of the closures/detours at least 30 days prior to event. A copy of the letter must be provided, or the event will not be approved.**

Number of participants \_\_\_\_\_

Number of Volunteers \_\_\_\_\_

Non-profits – Provide copy of 501c3

Date Received \_\_\_\_\_

Provide liability insurance certificate naming the Board of Trustees of Plain Township, Stark County, Ohio as additional insured, providing general liability, bodily injury and property damage coverage with a minimal limit of liability not less than \$1,000,000.

Date Received \_\_\_\_\_

**Sheriff Department Services**

Traffic control \_\_\_\_\_

Hours \_\_\_\_\_

Labor Rate \$ Rate Varies by needs

Total \_\_\_\_\_

Payment made to Stark County Sheriff's Office

**Fire Department Services**

EMS \_\_\_\_\_

Hours \_\_\_\_\_

Labor Rate \$ Rate varies by needs

Total \_\_\_\_\_

**Park Services**

Shelter \_\_\_\_\_

Labor Rate \$ Rate varies by needs (3 hr. minimum)

**Highway Services**

Barricades \_\_\_\_\_ Other \_\_\_\_\_

Labor Rate \$ Rate varies by needs (3 hr. minimum)

Hours \_\_\_\_\_ Total \_\_\_\_\_

Payment due to Plain Township for Fire, Park and Highway Services 30 days in advance of Walk/Run/Race. Separate payment due to the Stark County Sheriff's Office for sheriff services due 30 days prior to event.

Emergency/contingency plan (attach details) \_\_\_\_\_

**The Plain Township Board of Trustees has the right to cancel a walk/run/race if the application requirements are not met.**

The undersigned agrees to indemnify, and hold Plain Township and its officers, agents and employees harmless from all liability, claims, demand, suit, loss, costs and attorney's fees arising out of the use of the property referred to above, including but not limited to, claims of any kind arising from the negligence of Plain Township and /or Plain Township employees. I understand that this Hold Harmless Agreement also requires that Plain Township is indemnified from any losses or damages resulting from the acts or omissions from any guest, participant, visitor or other person attending or participating in the event herein referred to. Unless waived in writing by Plain Township, I agree to furnish a Certificate of insurance specifically naming Plain Township as Certificate Holder and as additional insured, providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than \$1,000,000.00

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Signatures by the Township Administrator, Parks Director, Sheriff's Department, Fire Department and Highway Department and approval by the Plain Township Board of Trustees certifies approval of this event subject to all Township, State and Federal Ordinances, statutes and regulations. Proper insurance certificates must be provided along with this application.

Certificate of Insurance: \_\_\_\_\_

Township Administrator: \_\_\_\_\_ Parks Director: \_\_\_\_\_

Sheriff's Department: \_\_\_\_\_ Fire Chief: \_\_\_\_\_

Highway Superintendent: \_\_\_\_\_

Date of approval or denial by Board \_\_\_\_\_

Approved  Denied

**This approval is for Plain Township only. You must coordinate with other agencies for any roads, resources or requests outside of Plain Township.**