



CITY OF LONE TREE

Public Works Department

9222 Teddy Lane Lone Tree, Colorado 80124

Phone: (303) 662-8112

Email: rowpermits@cityoflonetree.com

APPLICATION TO CONDUCT A SPECIAL EVENT OR PUBLIC FUNCTION ON PUBLIC RIGHT-OF-WAY

Each question should be full and accurately answered. No action can be taken on this application until all questions have been answered. Use blank paper if you need additional writing space. PLEASE PRINT, except for signature.

Organization/Applicant Name _____

Designated Representative _____

Mailing Address _____

Phone (work) _____ (cell) _____ Fax _____

Email _____

Event Name _____ Event Date _____

Event Time(s) (incl. setup/takedown) from _____ to _____ Day of Week _____

Event Description _____

Estimated Number of Participants _____ Estimated Number of Spectators _____

Proposed Route/Closure(s) (please attach map and traffic control plan) _____

PLEASE NOTE THE FOLLOWING

If this application is approved, the undersigned hereby agrees to (1) provide all traffic control measures listed in the approved traffic control plan for the event described above, provide notice of the proposed route/closure to the applicable police and fire departments at least 48 hours prior to the event, and (2) provide a certificate of general liability and auto liability insurance coverage in an amount specified by the City of Lone Tree for any claim, including those of participants and spectators, that may arise from the special event; and to name the City of Lone Tree, its officials, officers, employees and agents as additional insureds.

PLEASE READ CAREFULLY BEFORE SIGNING

I, the undersigned, certify that all information provided in this application is true and complete. I understand that any false information or omissions may disqualify me from further consideration and may justify dismissal of this event if discovered at a later date.

I understand that if this application is approved, it is conditioned upon compliance with the policies and procedures of the City of Lone Tree governing special events.

I certify that the statements contained herein or attached hereto are true, accurate, and complete to the best of my knowledge and belief.

By _____ Title _____ Date _____

CITY USE ONLY

Approved Traffic Control Plan Permit Fee \$_____ General/Auto Liability Insurance \$_____

Public Works Director _____

Approval Date _____