

**TOWN OF NARRAGANSETT DEPARTMENT  
OF PARKS AND RECREATION  
170 Clarke Road, Narragansett, RI 02882  
www.narragansetttri.gov**

APPLICATION FOR SPECIAL USE

**ROAD RACE/WALK-A-THON**

TODAY'S DATE \_\_\_\_\_

**Ninety [90] DAYS IN ADVANCE IS REQUIRED FOR ALL APPROVALS.**

1. NAME OF APPLICANT \_\_\_\_\_
2. ORGANIZATION \_\_\_\_\_
3. ADDRESS \_\_\_\_\_  
E-MAIL \_\_\_\_\_
4. TELEPHONE \_\_\_\_ (    ) \_\_\_\_\_
5. NATURE OF EVENT \_\_\_\_\_
6. DATE REQUESTED \_\_\_\_\_
7. TIME: \_\_\_\_\_
8. SITES, AREA, BUILDING REQUESTED \_\_\_\_\_
9. COURSE LAYOUT \_\_\_\_\_  
MAP OF COMPLETE COURSE ROUTE MUST BE ATTACHED.
10. WHO WILL PARTICIPATE IN THE RACE \_\_\_\_\_
11. NUMBER OF PARTICIPANTS \_\_\_\_\_ SPECTATORS \_\_\_\_\_
12. WILL THERE BE ANY VOLUNTEERS? \_\_\_\_\_ IF YES, HOW MANY \_\_\_\_\_
13. WILL PARTICIPANTS OBTAIN ACCESS BY:
  - CAR (ESTIMATE NUMBER) \_\_\_\_\_
  - BUS (ESTIMATE NUMBER OF PASSENGERS) \_\_\_\_\_
14. DESCRIBE IN DETAIL ANY SPECIAL SERVICES REQUESTED \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. WILL THERE BE ANY ADVERTISING USED? \_\_\_\_\_ IF YES, WHAT TYPE \_\_\_\_\_
16. WOULD YOU LIKE THIS EVENT ADVERTISED ON OUR WEB SITE? \_\_\_\_\_
17. ANY VENDORS PROVIDING SERVICES? \_\_\_\_\_ IF YES, NO GOODS FOR SALE  
UNLESS APPROVED IN WRITING AS PART OF THIS APPLICATION.
18. IS ADDITIONAL FIRST AID NEEDED? \_\_\_\_\_

- LIABILITY INSURANCE CERTIFICATES CO-NAMING THE TOWN OF NARRAGANSETT WILL BE REQUIRED IN THE MINIMUM AMOUNT OF \$1,000,000.
- VOLUNTEERS AND OR APPLICANTS REPRESENTATIVES WILL NOT BE ALLOWED TO DIRECT TRAFFIC WITHIN TOWN ROADS UNLESS SPECIFICALLY APPROVED BY THE NARRAGANSETT POLICE DEPARTMENT.
- ALL TRASH AND LITTER MUST BE PICKED UP BEFORE LEAVING THE AREA. TRASH RECEPTACLES ARE NOT PROVIDED.
- APPLICATIONS NOT SIGNED AND DATED WILL BE RETURNED.
- NO ALCOHOLIC BEVERAGES ALLOWED.
- APPLICANT IS RESPONSIBLE FOR ALL DAMAGE WHICH MAY HAVE BEEN CAUSED BY THIS EVENT.
- APPLICANT IS RESPONSIBLE FOR ANY HOURLY COSTS FOR TOWN EMPLOYEES REQUIRED FOR THE RACE; POLICE DETAILS, FIRE, EMS, PUBLIC WORKS EMPLOYEES, PARK EMPLOYEES, ETC.
- ALL APPLICATIONS MUST BE SCHEDULED FOR REVIEW AND APPROVAL BY THE NARRAGANSETT TOWN COUNCIL. THE COUNCIL MEETS THE 1<sup>ST</sup> AND 3<sup>RD</sup> MONDAY OF EVERY MONTH.
- IF STATE ROADS ARE INCLUDED WITHIN THE RACE COURSE, THE RHODE ISLAND DEPARTMENT OF TRANSPORTATION APPROVAL IS REQUIRED.
- ATTACHEMENTS REQUIRED:
  1. RACE COURSE MAP
  2. INSURANCE CERTIFICATE NAMING THE TOWN OF NARRAGANSETT AS ADDITIONAL INSURED

# CONDITIONS OF APPLICATION ACCEPTED

RACE EVENT & DATE: \_\_\_\_\_

 \_\_\_\_\_ DATE \_\_\_\_\_

## Conditions of Application Accepted [APPLICANT]

\_\_\_\_\_ Accept Denied DATE \_\_\_\_\_  
**Parks Director**

\_\_\_\_\_ Accept Denied DATE \_\_\_\_\_  
**Public Works Director**

\_\_\_\_\_ Accept Denied DATE \_\_\_\_\_  
**Police Chief**

\_\_\_\_\_ Accept Denied DATE \_\_\_\_\_  
**Fire Chief**

\_\_\_\_\_ Accept Denied DATE \_\_\_\_\_  
**Town Manager**

\_\_\_\_\_ Accept Denied DATE \_\_\_\_\_  
**Town Council**

## Town of Narragansett

Department Parks and Recreation  
170 Clarke Road, Narragansett, RI 02882  
[www.narragansettri.gov](http://www.narragansettri.gov)

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