



Park Use Permit Application

RECEIVED

10/6/16 REC'D

Please be advised that your event should not be advertised until *final approval* has been granted. Applications for Events may be submitted to the Parks and Recreation Department up to 12 months in advance, but *no later than 30 days before* the event. **Application fee \$25 (non-refundable), site plan, and applicable deposit must accompany your application before date can be reserved.**

A. Applicant Information

Organization Name: Tidewater Sharks

Contact Name: Martin Vickerton
First Name Last Name

Applicant Address: 5700 Warhill Trail Williamsburg VA 23188
No. Street Name City State Zip

Phone: 7579693569 *(home)* 7572531947 *(work)* 7579693569 *(cell)*

Fax: _____ Email: mvickerton@thewisc.com

Event Organizers: Please list names, addresses, and telephone numbers of all principals involved in any way in the proposed special event. Include all professional event organizers, promoters, commercial sponsors, charitable organizations, etc.

1. Rick Platt, Race Coordinator, 7573451431
2. Michele Maramot, Tidewater Sharks Head Fundraiser, 7576173438
3. Martin Vickerton, Tidewater Sharks Club Director, 7579693569

B. Event Information

Date(s) of Event: 11/19/2016 Date Application Submitted: 10/4/2016

Event Name: Tidewater Sharks Warhill18K Run Type of Event: Race

Is this an annual event? Yes No Estimated Number of Attendees: 150

Event Location - please list all County locations, roadways, and private facilities being used:

Warhill Sports Complex

Reservation Time(s): *From:* 7:30am *To:* 10:30am *Event Time(s): From:* 8:30am *To:* 10am

Additional Event Date(s): *(rain, set-up, break down dates)* _____

Additional fees may be required and will be dependent upon size and scope of the event. Advance setup and additional take down day fees are \$100 per day. All equipment or site items need to be removed and park or field returned to original condition after the event, or will result in a daily charge taken from the deposit. Portable toilets, grass cutting, dumpsters, traffic control, and any other services or staffing required for the event will be the responsibility of the organizing body and must be coordinated through parks and recreation.

F. Administrative Items:

- 1. A security deposit is due when booking reservation along with a \$25 application fee.
2. All other fees are due 30 days in advance of the event.
3. If all fees are not paid on time, the reservation will be cancelled and the deposit will be forfeited.
4. Reduction in space will not be granted within 30 days of the event.
5. In order to receive a cancellation and/or space reduction refund, a request in writing must be received 30 days before the event starting date.
6. All refunds will be assessed a 10 percent administrative fee.
7. Full refunds will be issued if cancellation is due to park issues.
8. A Certificate of Insurance for \$1,000,000 naming James City County as an additional insured will be due no later than 30 days from the event.

Checklist of paperwork needed 30 days in advance of event:

- Certificate of Insurance: [checked]
Schedule pre-event meeting: [checked]

Representing: Tidewater Sharks Organization Name

Applicant Name: Martin Vickerton Title within Organization: Club Director

Applicant Signature:

I have read and understand the Policies and Procedures governing the use of James City County Parks and Facilities and understand that the refund of my deposit paid is contingent upon my adherence to these policies and procedures, as determined by the County in its sole discretion. By signing this application I agree, both individually and on behalf of my above-listed organization (if any), to indemnify and hold the County, its agents, and employees harmless from and against any and all costs, expenses, liabilities, losses, damages, injunctions, suits, fines, penalties, claims, demands, or injury to person or property arising out of, by reason of, or in account of any breach, violation, or nonperformance of any covenant, condition, provision, or agreement in this Agreement and claims of every kind of nature, arising out of the use of the James City County Parks and Facilities.

For County Use Only:

Conditional Approval Signature:

I am the James City County Parks and Recreation representative, and based upon the above information, the department is willing to further consider this Event Application. Please review and provide your recommendations so that we may make a final determination regarding Event approval.

JCC Parks and Recreation Director or Designee

Signature

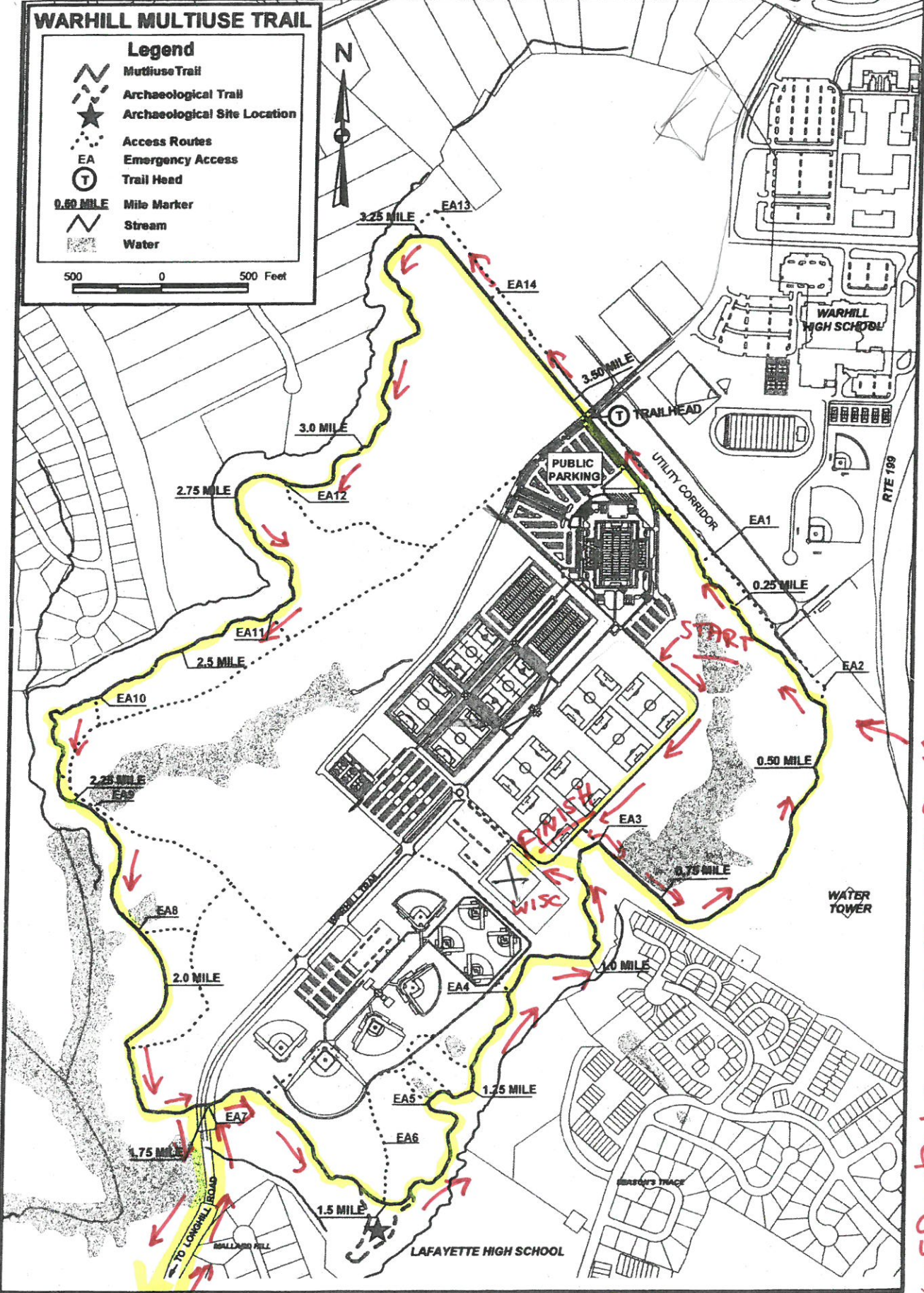
Date

WARHILL MULTIUSE TRAIL

Legend

- Multiuse Trail
- Archaeological Trail
- Archaeological Site Location
- Access Routes
- Emergency Access
- Trail Head
- Mile Marker
- Stream
- Water

500 0 500 Feet



8K Run

Start on Gravel Service Road just past fence around Soccer fields

finish at cross walk just before Wise parking lot.

Warhill Multiuse Trail
 Warhill Sports Complex
 5700 Warhill Trail
 Williamsburg, VA 23188

JAMES CITY COUNTY
DIV. OF PARKS AND RECREATION
 5300 PALMER LANE
 WILLIAMSBURG, VIRGINIA 23188



turnaround at stop sign just before Longhill Road

WARHILL MULTIUSE TRAIL

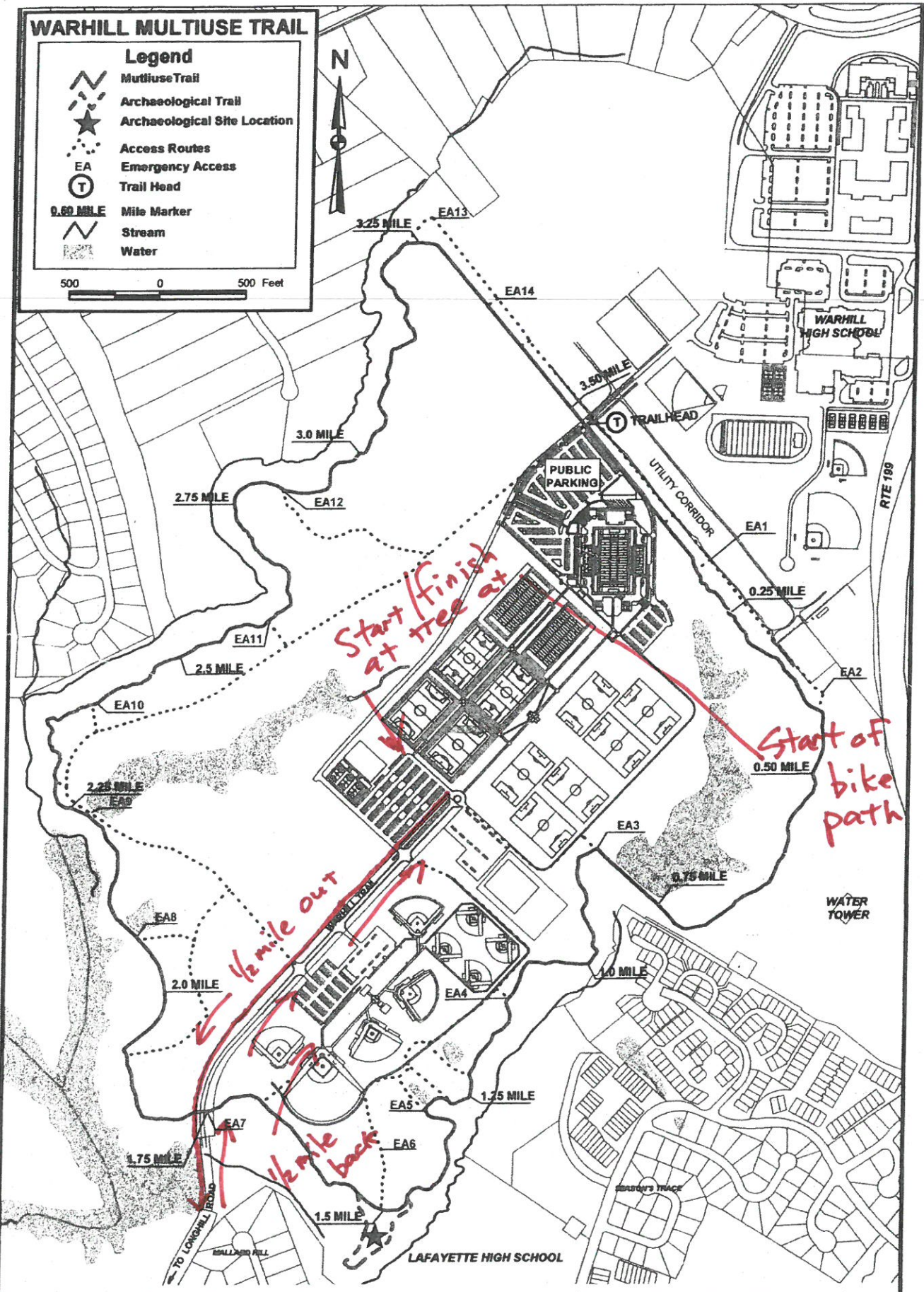
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*1 Mile
Fun
Run*



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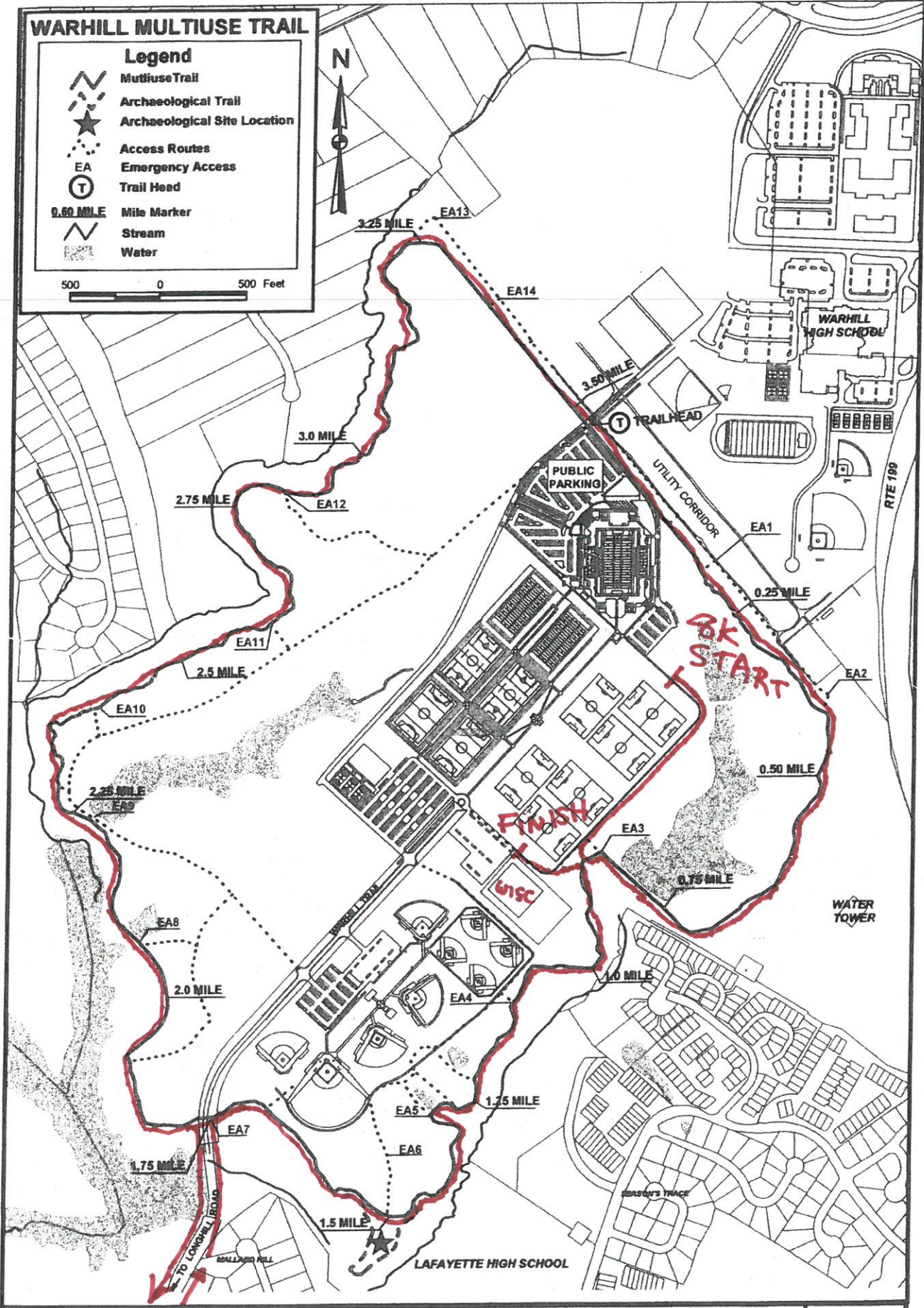
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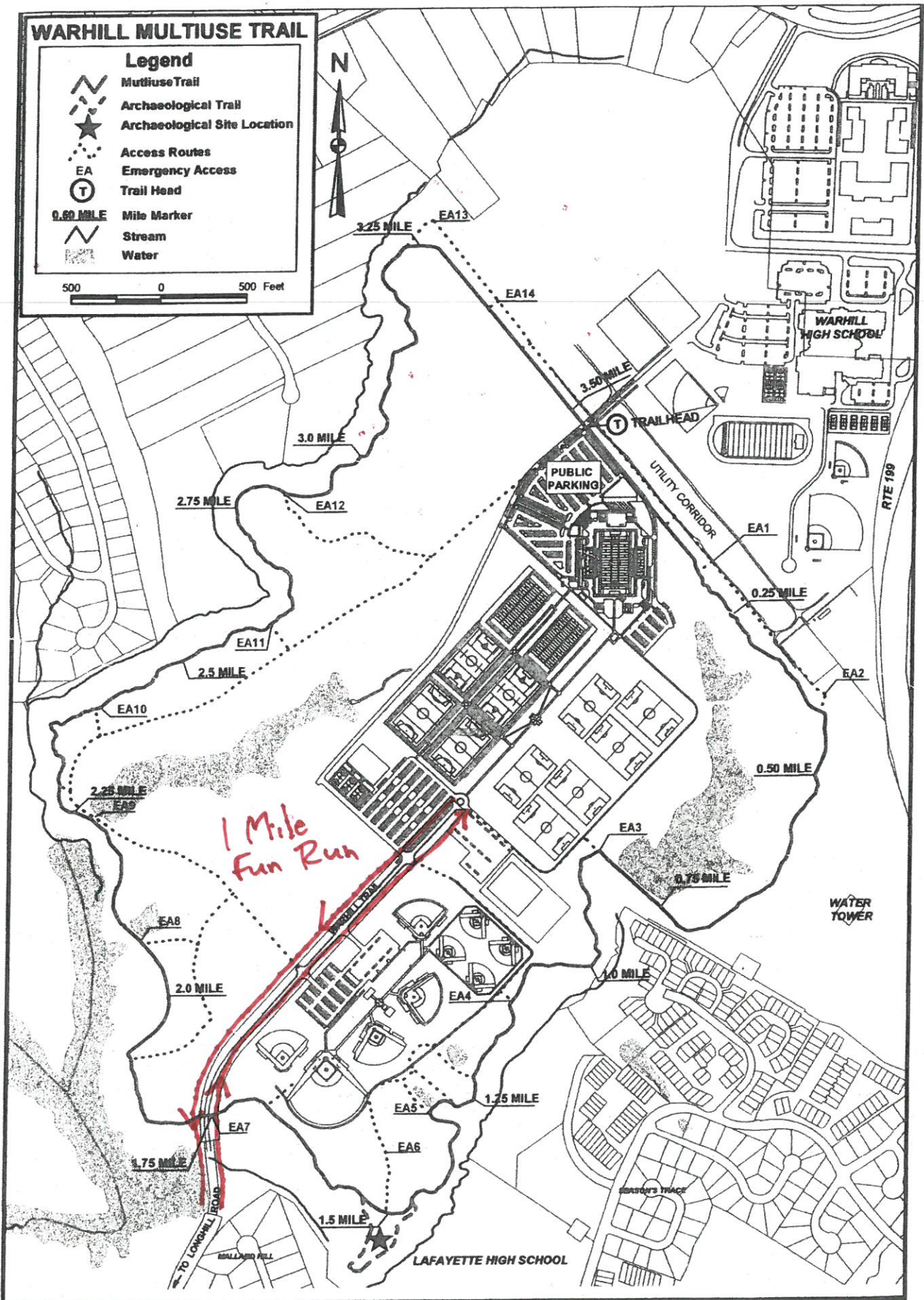


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