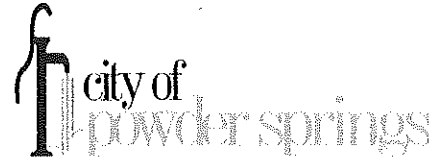


# City of Powder Springs Permit Application

## Temporary Recreation Events



### CONTACT INFORMATION:

Powder Springs First United Methodist Church  
Name of Organization  
4329 Marietta St, PS 30127  
Address  
psfumc.org  
Website

Julie Banks  
Designated Contact  
Phone  
Email

### EVENT INFORMATION

Relay For Life Luminaria Event  
Event Name  
Saturday, April 7, 2024  
Event Date  
7-8pm set up / 8-9:30pm / 9:30-10pm pickup  
Event Time (include any set-up/clean-up time)  
5-8 volunteers  
Approx. number of participants

### EVENT TYPE

Race (Run/Walk): 5k / 10k (circle one)  
Bicycle  
Festival  
Other

Description of Event (include any special requests) See attached

Staff may require additional information before issuance of permit.

Requested location of Event: Marietta Street - line luminaria on sidewalk starting in front of the church and going down to Oakview Dr, depending on number of luminaria

THIS PORTION TO BE COMPLETED BY STAFF

### APPROVAL SIGNATURES

Police Chief \_\_\_\_\_ Public Works Director \_\_\_\_\_ PRCA Director \_\_\_\_\_  
City Clerk \_\_\_\_\_ Resolution # and Date: \_\_\_\_\_  
Number of Officers Required: \_\_\_\_\_ SAVE Affidavit Received \_\_\_\_\_ Fees Waiver Approval \_\_\_\_\_

Please return this completed application to the Parks, Recreation and Cultural Affairs Department at 4484 Marietta St. Powder Springs, GA 30127

# Temporary Recreation Events Policy

1. All events applications must be submitted sixty(60) days prior to the event. Applications may be submitted to the Parks, Recreation and Cultural Affairs Department at 4484 Marietta St. Powder Springs, GA 30127.
2. There is a \$55.00 Event Permitting Fee to be payed upon application submittal.
3. There is a \$35.00 per off-duty officer/per hour charge for events(2 hr minimum) requiring road closures or traffic control. The need for and number of Officers will be determined by the Police Chief.
4. All event applications and street closures must be approved by City Council.
5. Upon approval, Applicant must make arrangements for officers and payment with each officer. (Parks Director will assist with confirming officers)
6. The Event Applicant is responsible for:
  - Set up and Clean up of the event including trash pick up in all event areas.
  - Portable toilet rentals.
  - All event organization, supplies, registration, management, timing, and staging
  - Acquiring permits with County Health department for **ANY** food vendors participating in the event. Visit: [cobbanddouglasspublichealth.com](http://cobbanddouglasspublichealth.com) for more information.

## Certified Race Routes

Lucille Trail (5k)

Wildhorse Trail (5k)

Downtown/Silver Comet (5k/10k)

## Release

Organizer agrees to abide by the above policy. City of Powder Springs is not responsible for any damages or loss. Organizer hereby indemnifies and agrees to hold harmless the event officers, committee members, staff and agents, the City of Powder Springs, Cobb County, and the State of Georgia, against all claims, liabilities, damages and expenses (including the expense of litigation and attorney's fees) asserted against or incurred by them arising in whole or in part out of Organizer's activities hereunder. Organizer agrees that City of Powder Springs may rescind this agreement and revoke immediately all of the rights of the Organizer, his/her agents or his/her employees to exhibit space at the event for violation of the policy or any ordinance of the City of Powder Springs or any law of the State of Georgia. Organizer represents that all information provided in the application is true and correct. By signing below, Organizer represents that he/she has read and understood all policies.

Signature Julie A. Banks Date 1/31/2024