



Elba Benzler
phone: (360) 852-4189
email: elba@getboldevents.com

Karen King
phone: (503) 318-1466
email: karen@getboldevents.com

Event -
April 12, 2014

We are writing to request a change to our Special Events Permit allowing the use of Alcohol at Horse Shoe Lake Park. Our approved permit states that alcohol cannot be served until noon. We are requesting to be able to serve at 9 am.

To ensure the safety of our runners' on the county roads our running event begin at 8:00am when traffic is light, therefore most of them are back to the park before traffic becomes heavier. The fastest runners are back by 8:45am for those who race in the 10K and the majority of the Half Marathon runners' are back by 10:00am. When the runner' have completed their race, they want to have some food and celebrate with a beer and socialize. The runner's will not wait 3 hours for the beer garden to open to get a beer.

We understand that the use of alcohol is new and on a trial basis. We hope you can reconsider the time request change due to the unusual circumstances of an early running event.

Please contact us for any further questions or concerns. We really look forward to working with the City of Woodland!

Sincerely,

Elba Benzler
Karen King

September 18, 2013

Get Bold Events
Attn: Karen King
819 SE 14th Loop, Ste 101
Battle Ground, WA 98604

Re: 2014 Get Bold Half Marathon and 10K

Dear Ms. King,

Thank you for the Special Events Agreement request that you submitted on behalf of Get Bold Events. We have approved your request to hold a Half Marathon and 10k along with the beer garden held in Horseshoe Park. We do however have the following requirements that must be completed:

Police Department Conditions

- Provide a minimum of two (2) licensed and uniformed security officers from an established security company or hire two(2) off duty police officers/sheriff's deputies.
- Strict adherence to all liquor laws applicable to this type of event. (Pay special attention to over-serving issues and alcohol trying to be removed from premises.)
- Comply with WMC 17.48.010-040 relating to noise/sound pollution. No outdoor loud music that would disturb the neighborhood; i.e. keep sound, noise at a reasonable level. (This is always a subject that causes problems...be proactive and self-police yourself about it.)

Fire Department Conditions

- Openings/entry points in the fence must be at least 36" wide.
- Entry points in the fence must be clear openings in the fence with no obstructions. (does not need to be marked or delineated, as long as a clear path exists.)

- Inspection prior to event will be required. Please call Tim Dawdy at 360-887-4609 to arrange for the inspection during office hours from 8:00am to 5:00pm.
- A portable fire extinguisher must be provided in a visible, unobstructed location for the outside area.

Building/Planning Conditions

- Provide adequate parking as it relates to the occupancy required by the Fire Chief.

Clerk/Treasurer

- Remit Special Event Fee of \$200 plus \$50.00 refundable deposit payable prior to event. Plus a \$250 fee for the beer garden in the park (per WMC 9.26.115). Totaling \$500.00.
- Certificate of Insurance naming the City of Woodland as additional insured with liquor liability of \$1,000,000 submitted to the City by April 2, 2014.
- Beer Garden must be in a designated area with hours not to open before 12:00pm (noon) and shall close at or before 10:00pm.
- Submit proof of liquor license from State of Washington to City.

Please contact us should you have any questions regarding these requirements. We wish you success with your event!

Sincerely,

Shannon Rychel
Administrative Clerk III
City of Woodland

Applicant Name: Karen King Phone Number: 503 318-1466
 Organization / Business: Get Bold Events Fax Number: _____
 Mailing Address: 819 SE 14th Loop Ste 101 Email: Karen@getboldevents.co
Battle Ground WA

Are you a recognized Non-profit Organization? Yes No If yes, please attach a copy of your Non-profit 501-3 (c) with this form for eligibility. IN PROCESS...

Please mark the facilities desired, times, and dates of use.

Terms and Dates of Use

Usage Date(s): April 12, 2014 Day(s) of Week: Sunday
 Arrival Time: 5 AM Departure Time: 2 pm
 Day-of-Contact Person: Karen King
 Phone Number: (503) 318-1466

Type of Activity:

- Parade Street Closure Street Sale Athletic Run/Walk Park Event
 Other _____

Usage Area:

- Horseshoe Lake Shelter Large Field
 Beach Front Hoffman Plaza
 Use of Lake Other: _____
 Mini Shelter Other: _____

Gate Open yes no

Please list any Street Closures: _____
 Expected number of participants: 700
 Expected number of spectators: 200

Office Use Only:	Amount Paid \$ _____	Key#/Color: _____
Approved o Denied o Woodland Park Board: _____	Date: _____	Date: _____
Approved o Denied o Woodland City Council: _____	Receipt No. _____	Date Returned: _____
	Comments: _____	Refund Ck#/Date: _____

- Insurance naming the city as additional insured for event dates if the event is held on city property
- Dance Permit if there is to be music (recorded or live). Please see fee schedule listed on the Dance Permit
- Extra porta-potties for groups larger than 100
- Notification to neighbors and/or businesses of event if necessary
- Evacuation Plan (if applicable)
- Medical/Emergency response plan (if applicable)
- First Aid/Medical Services provided by Amateur Radio Dispatchers
- Temporary structure and vehicle access will comply with current fire code and WAC 51.54, International Fire Code Chapter 345.24 yes no

- Provisions made for:
- Parking
 - Litter
 - Security
- Will Police/Security be required? yes no

Site plan requirements

- Proposed road closure points and any roadway or driveway obstructions
- Temporary fencing
- Access Points
- Parking identified for special event use
- Location of tents, booths, temporary structures, amusement rides, etc.
- Dimensions of drive isles and vehicle access
- Cooking, open flames, fireworks and other heat sources
- Fire extinguishers (if applicable)

Please Read Carefully

- All events must go through City Council and possibly Park Board. Please submit event application 2 months prior to event to ensure that a timely approval.
- Start and finish at stated time
- Adult supervision is required at ALL TIMES
- Please give 24-hour notice of cancellation
- Use only facilities listed on application
- No tobacco, smoking, or alcohol beverages
- Premises must be cleaned and vacated by 10 pm
- Obtain key (if needed) from the City Hall Annex during business hours for the tap water in the Horseshoe Lake Shelter.
- Deposit will be refunded 10 to 14 days following your event
- User is responsible for damages and clean-up
- Failure to observe rules and regulations of the City may result in loss of usage privileges
- Any emergency situation or bad weather may cause cancellation of facilities without notification.

NOTICE: Deposits will be non-refundable if city employee is called out to unlock, clean up, etc.

Agreement The undersigned hereby makes application to the City of Woodland for use of city facilities described above and certifies that the information given in this application is correct. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe all rules and regulations of Woodland Municipal Code and policies of the city in which the facilities are requested.

Applicant agrees that City of Woodland and City of Woodland agents, employees, and directors shall not be liable for any damage to person or property by reason of the negligent acts of Applicant, its agents, employees, invitees, or subcontractors. Applicant agrees to protect indemnify for costs, legal and other expenses, and hold harmless City of Woodland and its officers, employees, directors and agents from claims, liabilities, or suits arising out of injury to person or property from negligent acts of Applicant, its agent, employees, invitees, or subcontractors.

Applicant's Signature: *Karen King* Date: 8/7/2013

Google

Runners exit & return
on Park Road

To see all the details that are visi
screen, use the "Print" link next to

