

## SPECIAL EVENT CHECKLIST

Event Name \_\_\_\_\_ Event Date \_\_\_\_\_

Event Time \_\_\_\_\_

\_\_\_ **Insurance Certificate** - The Certificate must show (in the Description of Operations/locations/vehicles section) Tuolumne County, its elected and appointed officials, officers, agents, employees and volunteers, as additional insured, against loss or liability caused by or connected with the performance of this Special Permit No. (issued by the County), the name of the event and date of the event. (See Exhibit A)

\_\_\_ **Map/Traffic Plan listing the following:**

- ✓ \_\_\_ Show Directional Arrows
- ✓ \_\_\_ Show Placement of Barricades/Warning Signs
- ✓ \_\_\_ Show Placement of Detour Signs
- ✓ \_\_\_ Show Placement of Traffic Control Personnel
- ✓ \_\_\_ Showing Parking area(s) used during the event

**Please provide us with the information below that pertains to your event;**

Number of - Highway Patrol Personnel \_\_\_\_\_

Number of - Community Service/Volunteers Patrol \_\_\_\_\_

Number of - Barricades/Warning Signs \_\_\_\_\_

Number of - Detour Signs \_\_\_\_\_

Number of - Vests/Warning Paddles \_\_\_\_\_

Number of - Radios/Walkie Talkies \_\_\_\_\_

Number of - Other \_\_\_\_\_

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\*\* Office Use \*\*

Date Received \_\_\_\_\_