



Village of Lake Orion
 21 E. Church Street
 Lake Orion, Michigan 48362
 Tel 248.693.8391
 Fax 248.693.5874
www.lakeorion.org

EVENT PERMIT APPLICATION

**** ATTN: APPLICATION NEEDS TO BE TURNED IN 120 DAYS PRIOR TO EVENT ****

Date of Application:	Date Application Fee Paid:
Sponsoring Organization's Legal Name: Main Street Bicycles	
Phone 248 660 1023	Fax
Email annemariegealy@gmail.com	Website
Sponsoring Organization's Agent Name: Anne Marie Gealy	
Phone 248 660 1023	Fax
Email annemariegealy@gmail.com	Website
Event Name: Dirt Road Derby	
Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary) This is a gravel bike race on dirt roads with a downtown to start. Two distances will be offered - approx 30 miles and 50 miles.	
Date/Hours of Event: October 12, 2024 8am - 1:30pm Saturday.	
Date/Hours of Set-up and Tear Down: 5am - 4pm	
Event Location and Boundaries	



Event Location and Boundaries

In downtown lake orion: Flintstreet from just east of Anderson to the village boundary at the roundabout

Include an Event Map which clearly shows the locations for each activity during the event, including but not limited to the following:

- Tent locations
- Parking / loading areas
- Food / drink stations
- Streets and parking lots to be closed
- Walk / run routes
- Anticipated staffing
- Loading locations
- Porta john locations and number
- Trash/dumpster
- Event staff parking

Will street closures and/or Parking Lot closures be necessary: Yes No

If yes, describe, including: date and time of closures, setup schedule and take down schedule, and time you will need the parking lot for deliveries.

Total closure of Flint Street between Anderson and Washington from 8-12, and closure of the north lane from 5am-8am and 12pm-4pm (or earlier if tear down is completed earlier). 15 minute "closure" of road to roundabout for the race start.

Coordinating with Another Event: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	If Yes, Event Name
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Event Name/Details:

Event Information

Type of Event (See definitions attached to information page)

Village Operated DDA Individual Co-Sponsored Group

Indicate Status

Non-Profit* Not-for-Profit For-Profit

**If the event is sponsored by a Non-Profit please provide proof of non-profit status.*



<p>Annual Event: is this event expected to occur next year? <input checked="" type="checkbox"/> Yes () No If Yes, you can reserve a date for next year with this application. To reserve dates for consideration for next year please provide the next year's specific dates. Event Application Form will need to be filled out for each year's event.</p> <p>October 11, 2025</p>
<p>Is this event a Fund raiser? <input checked="" type="checkbox"/> Yes () No If YES, indicate beneficiary information:</p> <p>The goal is not fundraising but any extra proceeds will benefit the Main Street Bicycles Race Team.</p>
<p>Is this the first time the event is being held in the Village of Lake Orion? <input checked="" type="checkbox"/> Yes () No Describe:</p>
<p>Was this event previously held outside the Village of Lake Orion? <input checked="" type="checkbox"/> Yes () No Describe:</p> <p>This event ran out of Oxford for a few years pre-pandemic</p>
<p>Total estimated attendance each day</p> <p>75-100</p>
<p>What parking arrangements will be necessary to accommodate attendance? Describe:</p> <p>Cyclists and spectators will use available surface lots in the village (slater before 8am, Childrens Park, Anderson/Front)</p> <p>NOTE: For events over 100 people, you must submit a parking plan.</p>
<p>How will trash be handled? Describe:</p> <p>We will have additional trash bins at the start/finish</p>



<p>Is amplification of music or speakers planned or anticipated? <input checked="" type="checkbox"/> Yes () No If yes, describe, including the dates and times and the maximum limit and amplification:</p> <p>Announcer at the start/finish line. Music for the ravers before starting and for spectators while they wait.</p>
<p>Will tents be used: <input checked="" type="checkbox"/> Yes () No If yes, indicate number of tents, use of each, location and size:</p>
<p>Portable restrooms: <input checked="" type="checkbox"/> Yes () No If yes, number of portable restrooms and location: 2-3</p>
<p>Will alcoholic beverages be served: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, describe:</p> <p>Havees Participants can redeem a ticket at Fork n Pint for a beer Everything will be done on their premises</p> <p>Is liquor license issued by the State of Michigan? () Yes <input checked="" type="checkbox"/> No? If yes, whose name is the license issued to:</p> <p>Copy of License must be submitted to the Village within 15 days of the Event.</p>
<p>Will food and beverages be sold: () Yes () No If yes, describe:</p> <p>At a local restaurant.</p> <p>All food vendors must be approved by the Oakland County Health Departments. No permit is necessary where only pre-packaged, ready-to-eat type foods are sold from a concession stand or booth.</p>
<p>Will merchandise be sold: () Yes <input checked="" type="checkbox"/> No If yes, describe:</p>

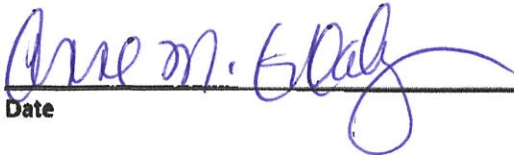


CERTIFICATIONS AND SIGNATURES

I understand and agree on behalf of the sponsoring event the following must be provided 30 days prior to the event:

- A. A Certificate of Insurance in the amount of \$1,000,000 liability insurance and \$1,000,000 aggregate insurance must be provided which names the Village of Lake Orion as an additionally insured party on the policy. (See Insurance Certificate on "Required Documents for a Special Permit Sheet".)
- B. Event sponsors are required to sign a Hold Harmless Agreement form.
- C. Event sponsor is required to contact the Orion Township Fire Department at least one week prior to the event to set up a time for inspections prior to the event.
- D. All food vendors must be approved by the Oakland County Health Department.
- E. The approval of this Special Event may include additional requirements/and or limitations, based on the Village's review of this application.
- F. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the Village and will promptly pay any billing for Village services which may be rendered.
- G. If the event is serving alcohol, a copy of the Liquor License issued by the State of Michigan shall be provided to the Village prior to the event.
- H. The Event contact persons list complete with cell phone numbers and email addresses shall be provided to the Village at least one week prior to the event.
- I. Advertising of the event is not recommended prior to approval of the Event Permit. Advertising of the event prior to the approval of the permit does not guarantee the event will be approved as advertised. Advertisement must include note that the advertisement is pending Village Approval.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this special Event Permit, affirm the above understandings and agree that my sponsoring organization will comply with the Village Special Event Policy, the terms of the Written Confirmation of approval and all other Village requirements, ordinance and other laws which apply to this Special Event.



Date

3/8/24

Signature of Sponsoring Organization's Agent
AnneMareeTrealy

Print Name