



SPECIAL EVENT LICENSE

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CONFLICTS WITH BEAVER LAKE EARTH DAY CELEBRATION ON SATURDAY APRIL 23, 2022

Town of Lysander
8220 Loop Rd
Baldwinsville, NY 13027
Phone: (315) 857 - 0281
www.townoflysander.org

Subject to all conditions and terms contained herein, Town of Lysander hereby grants the following:

SPECIAL EVENT NAME: Earth Day Half Marathon & 5K

EVENT DATE: April 23, 2022 1st choice START TIME: 8:15 AM END TIME: 12 NOON
April 24, 2022 2nd choice

LICENSEE: Willow Running USA LLC

ADDRESS: 8780 Wheaton Rd
Baldwinsville, NY 13027

PRIMARY CONTACT: Michael/Michelle Samoraj

PHONE: 315 663-5539 FAX:

EVENING #:

EMAIL: willowrunningny@gmail.com

SECONDARY CONTACT: Michelle Samoraj

PHONE: 315 663-5538 FAX:

EMAIL: willowrunningny@gmail.com

FACILITY / LOCATION OF SPECIAL EVENT: Emmi Farms

ADDRESS: Vann Rd.
Baldwinsville, NY 13027

Town of Lysander reserves the right to terminate this license and cancel the event if any of the provisions contained herein are not adhered to by Licensee.



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EVENT SET-UP

Describe specific arrangements below (location, # of units, set-up/removal dates and times) and identify responsible party. All deliveries must be met/signed by licensee.

Responsibility	Licensee	Town	Description
Alcohol	Yes / <input checked="" type="radio"/> No	_____	_____
Emergency Services	<input checked="" type="radio"/> Yes / No	_____	QBAC present
Fencing Barricades	<input checked="" type="radio"/> Yes / No	_____	Corrals for race finish
Food Vendors	Yes / <input checked="" type="radio"/> No	_____	_____
Generators	<input checked="" type="radio"/> Yes / No	_____	To power finish line blowup
Light Towers	Yes / <input checked="" type="radio"/> No	_____	_____
Maintenance / Janitorial	<input checked="" type="radio"/> Yes / No	_____	_____
Miscellaneous Supplies	Yes / <input checked="" type="radio"/> No	_____	_____
PA System	<input checked="" type="radio"/> Yes / No	_____	Music / Race announcer
Parking Attendance	<input checked="" type="radio"/> Yes / No	_____	_____
Picnic Tables	Yes / <input checked="" type="radio"/> No	_____	_____
Portable Restrooms	<input checked="" type="radio"/> Yes / No	_____	20+ porta johns
Security Personal	<input checked="" type="radio"/> Yes / No	_____	Sheriff present
Signs	<input checked="" type="radio"/> Yes / No	_____	_____
Staging	Yes / <input checked="" type="radio"/> No	_____	_____
Tents	<input checked="" type="radio"/> Yes / No	_____	_____
Ticket Booth	Yes / <input checked="" type="radio"/> No	_____	_____
Ticket Takers	Yes / <input checked="" type="radio"/> No	_____	_____
Trash / Recycling Barrels	<input checked="" type="radio"/> Yes / No	_____	_____
Utility Vehicles / Trucks	Yes / <input checked="" type="radio"/> No	_____	_____
Waste Dumpster	Yes / <input checked="" type="radio"/> No	_____	_____



SPECIAL EVENT LICENSE

EVENT DETAILS & SPECIFIC AGREEMENTS

On-site person in charge of Special Event: Michael SAMORAJ

Town contact person for Special Event: _____ Contact #: _____

Projected Attendance: Spectators: 150 Participants: 1000

Maximum # Tickets to be Sold: 1200 Admission Fee: VARIES Parking Fee: \$0

Will there be Alcohol: _____ Yes No *35- \$65

Event Description: 8th Annual Earth Day half marathon road race and 5K road race.

Other Details: _____

Band(s): _____ Yes No Amplified Music: Yes No

Radio/TV Onsite: _____ Yes No Give-a-ways: Yes No

Concessions / Vendor (Types of items to be sold)

- TBD - sometimes we have vendors present
- _____
- _____
- _____
- _____

Other Activities: _____

Parking Control Description (Include Areas & Personnel): All parking is on the farm fields at Enni Farms. We have a team of experienced parking attendants led by Dave Huhtala

Traffic Control Description (Include number of individuals, who they are and who directs the operation): # most participants arrive between 7am - 8am, they park and walk to the start area

Vehicle Permits: _____ Yes No

- If Yes who / where: _____

Security Description (On ground, at gates, etc.) _____

Are you impacting any other Parties; Businesses; Home Owners; etc.? _____ Yes No

- If Yes who / where: We notify the homeowners on Vann Rd (4 total) as well as the houses on Fenner Rd (south of Vann Rd). We make arrangements to accommodate any travel needs during prime race activity (8:30 AM - 9:30 AM). We handout letters to most homes on the half marathon and 5K courses. We will speak with Beaver Lake to develop a plan that works w/ these weekend activities



SPECIAL EVENT LICENSE

PERFORMANCE OBLIGATIONS

Licensee: Willow Runway

SPECIAL EVENT: Earth Day Half Marathon
& 5K

Due By:

11/30/2021

- Town Board Approval _____
- Certificate of Insurance _____
- Alcohol Permit _____
- Approval Plans _____
(Security, Layout, Parking, Traffic, etc.)
- EMS Plan Approval _____
- Fireworks Permit _____
- Post Event Payments _____

(30 Days Before Event)

(30 Days Before Event)

HWY Dept. _____

Codes Dept. _____

(APPROVAL)

FINANCIALS

Payable to: Town of Lysander

Mail to: Town of Lysander, 8220 Loop Road, Baldwinsville, NY 13027

Site Location (To hold date) _____

Date of Payment Due: _____

POST EVENT PAYMENTS

Services / Fee:

Attendance _____

Seasonal Staff _____

Electric _____

Equipment Use _____

Post Event Payment Total: _____

(Post event fees are estimated. Invoice for actual fees will be billed post event)

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(Check Box)

I hereby acknowledge that I have read, understand and agree to comply with the above terms and conditions.

[Signature]
Licensee

Supervisor

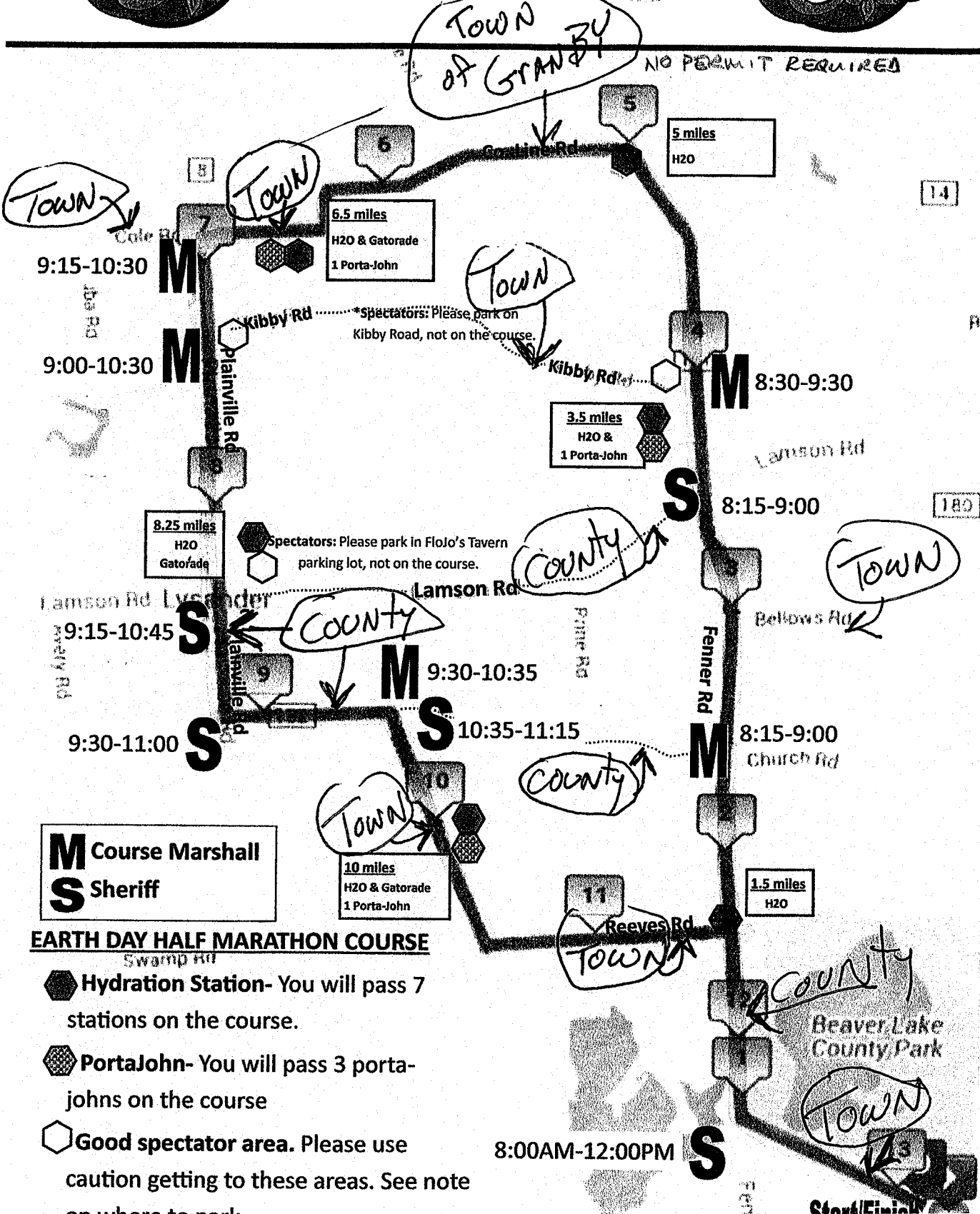
10/2/2021
Date

Date



2022

EARTH DAY HALF MARATHON COURSE



M Course Marshall
S Sheriff

EARTH DAY HALF MARATHON COURSE

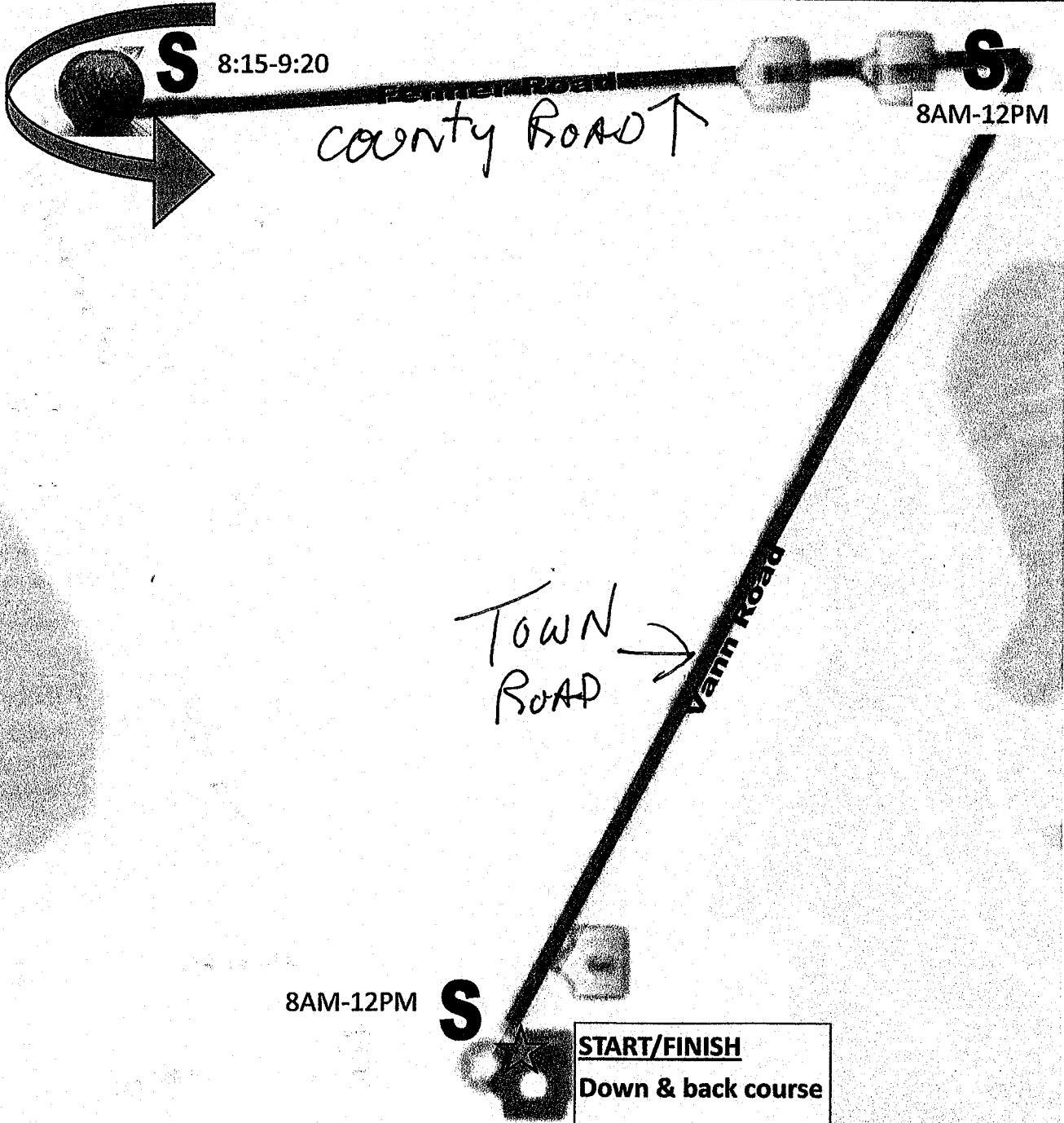
- Hydration Station- You will pass 7 stations on the course.
- PortaJohn- You will pass 3 porta-johns on the course
- Good spectator area. Please use caution getting to these areas. See note on where to park.

8:00AM-12:00PM

Start/Finish



2022
EARTH DAY
5K COURSE



M Course Marshall
S Sheriff