

TIPPECANOE COUNTY  
APPLICATION FOR A SPECIAL EVENT  
WITHIN OR ON COUNTY HIGHWAY-OF-WAY OR PROPERTY

An application for a Permit to Close or Block a County Highway or Road, Form 76-105, shall be utilized for a run/walk/ride (special) event. The application will include a detail plan of the event. The permit application for all special events will be approved by the County Commissioners at a public meeting prior to the event, after fulfilling all the requirements of the Highway, Sheriff's Department, or other agencies or departments as needed.

In addition to the permit review by the Highway Department, all special events shall be reviewed and approved by the Tippecanoe County Sheriff's Department and shall utilize deputies or qualified department personnel for traffic control unless otherwise approved by the Sheriff's Department. Plans for medical support shall be provided if requested. All event volunteers working near or in the roadway or moving traffic shall utilize proper safety vests and other traffic safety devices.

Applicant shall provide a certificate of general liability insurance with a minimum aggregate limit of \$1,000,000 per policy naming Tippecanoe County and the Tippecanoe County Board of Commissioners per event.

Tippecanoe County, the Tippecanoe County Board of Commissioners, and its employees shall be added to any and all individual event waivers and release of liability forms.

All applicants shall notify all affected property owners, neighborhoods, and residents prior to the event and provide a press release to local media, emergency responders, school corporations, and public transportation as needed or required.

Tippecanoe County Highway  
20 N 3<sup>rd</sup> Street, Lafayette, IN 47901  
[www.tippecanoe.in.gov](http://www.tippecanoe.in.gov)  
Michael L. Parks, Traffic Supervisor  
765.423.9210 [mparks@tippecanoe.in.gov](mailto:mparks@tippecanoe.in.gov)

APPLICATION FOR A PERMIT TO CLOSE OR BLOCK A COUNTY HIGHWAY OR ROAD

County of Tippecanoe

Lafayette, Indiana

Township \_\_\_\_\_

\_\_\_\_\_, 20 \_\_\_\_

I hereby make application for a permit to close \_\_\_\_\_

Section \_\_\_\_\_, \_\_\_\_\_ Township, at the following described location:

\_\_\_\_\_  
\_\_\_\_\_

This permission is requested for the purpose of \_\_\_\_\_.

The road will be closed from \_\_\_\_\_  A.M.  P.M., \_\_\_\_\_, 20 \_\_\_\_

to \_\_\_\_\_  A.M.  P.M., \_\_\_\_\_, 20 \_\_\_\_.

Traffic will be routed as follows:

\_\_\_\_\_

Traffic will be protected as follows:

\_\_\_\_\_.

The applicant hereby agrees to save the Tippecanoe County Board of Commissioners harmless from liability for personal injuries or damages to public or private property resulting from the granting of this permit. The applicant further agrees to consult the Tippecanoe County Highway Superintendent and the Tippecanoe County Highway Engineer as to proper signage to protect the traffic. The applicant agrees also to notify the Tippecanoe County Police Department before closing the above said road.

PERMIT APPROVED BY:  
THE BOARD OF COMMISSIONERS  
OF THE COUNTY OF TIPPECANOE

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest:

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State

cc: Customer  
Commissioners  
Auditor  
Sheriff  
Highway Superintendent  
Original – Highway Permits  
Department