

SPECIAL EVENTS LIABILITIES CHECKLIST

Marathons, Walkathons and Bicycle Events

	YES	NO	N/A
All participants sign liability waivers to participate?			
<i>Comments:</i>			
Minor children's waivers signed by parent/guardian?			
<i>Comments:</i>			
Route map published prior to the event?			
<i>Comments:</i>			
Route map given to participants?			
<i>Comments:</i>			
Event course inspected before race; repairs made as needed?			
<i>Comments:</i>			
Event course clearly marked for participants?			
<i>Comments:</i>			
Traffic and road closure plan written and mapped?			
<i>Comments:</i>			
Road closures/barricades checked before and during event?			
<i>Comments:</i>			
Emergency medical and other services available?			
<i>Comments:</i>			
Event sponsor provides city with hold harmless indemnification defense agreement in favor of the city?			
<i>Comments:</i>			
Has event sponsor provided a certificate of insurance with city named as insured?			
<i>Comments:</i>			
Additional comments:			

This checklist is to be used as a general overview of potential exposures. It is not practical to design a checklist for every conceivable risk. Therefore, event coordinators should not rely on the questions in this checklist as the only issues that need to be addressed. Additional forethought and planning may be necessary to identify, analyze, and deal with other loss exposures.