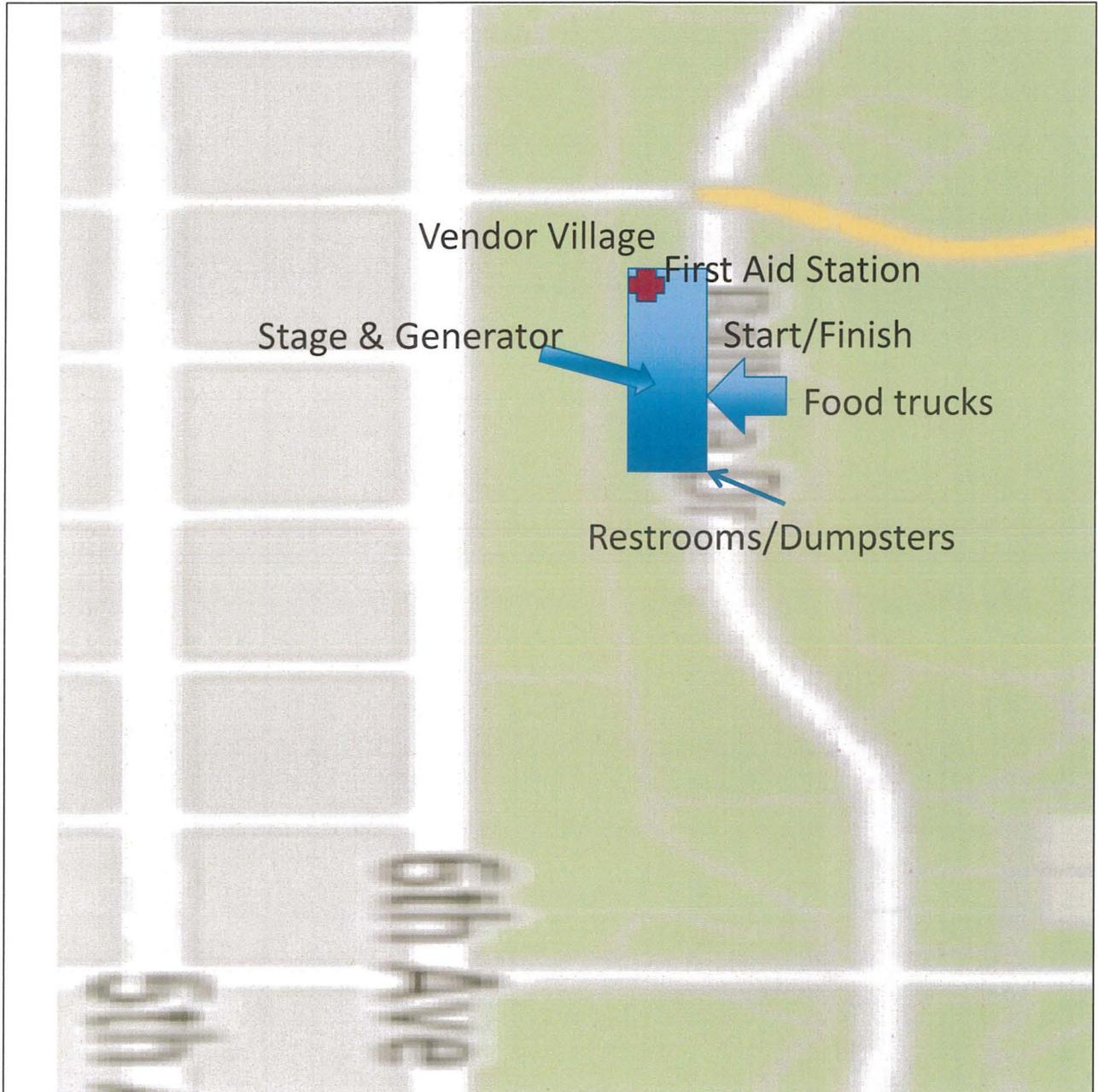
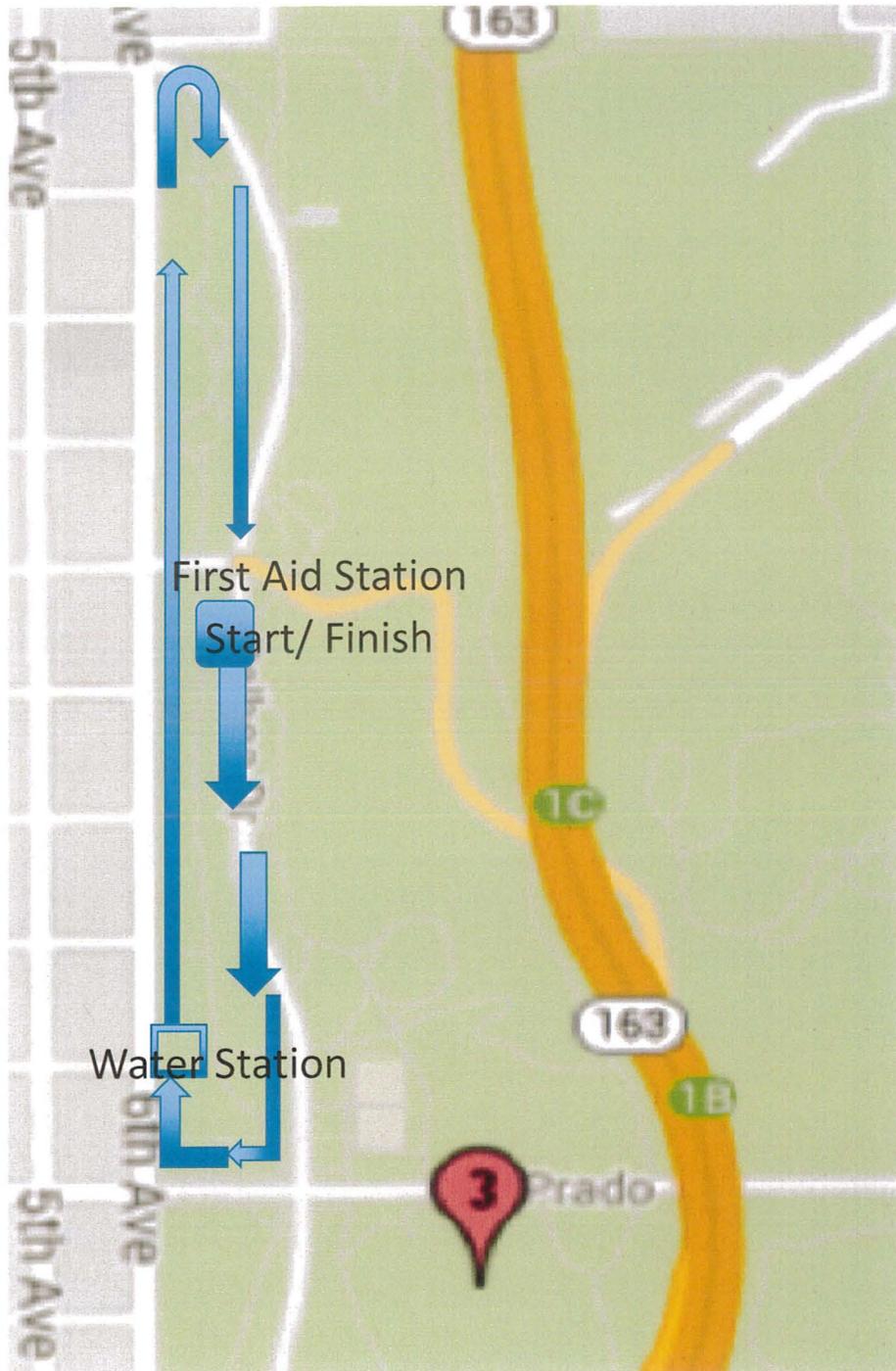


Information Priority List For Individuals Presenting Special Event Proposals To the Balboa Park Committee: Presentations Will Be Limited to 5 Minutes

1. Name of Event – Travis Manion Foundation 9/11 Heroes 5K Race
2. When –
 - a. Date(s) – Sunday, September 13, 2015 7:15am-12pm
 - b. Time (including Set-up & Break-down)- Set-up Saturday 1-5pm (will have over night security)
 - c. During the Moratorium (Memorial Day – Labor Day) - No
3. Where (Provide map(s) showing location & site plan-
 - a. Road Closure(s)- Balboa Drive, El Prado, Marston Loop, Juniper Rd.
 - b. Parking Lot Closure(s)- Balboa Drive N/S inlets and Marston Pt. Parking Lot
 - c. Bridge Closure-Yes
4. Estimated Attendance – 1000
5. Amplified Music –Yes 7:15am-12pm
 - a. Other prolonged noise impacts? No
 - b. Acts on a local or national level? Local
 - c. When do you plan to conduct event sound checks? 7am Sunday, September 13, 2015
6. Do you plan to apply for an Alcohol Permit? Yes (Beer Garden)
7. Partnering with a park entity? No
 - a. Which one(s)?
8. Public Benefit Non-Profit? Yes
9. Have completed noticing Park Institutions? Waiting for BPC approval to move forward.
10. Are there performances at the:
 - a. Old Globe – Unknown at this time
 - b. Starlight – No
 - c. Organ Pavilion – Sunday Concerts (run will be completed before the start of concert)
11. Other special event of more than 500 people occurring concurrently? None at this time
 - a. Location(s) in the Park
12. Will you be making a donation to Balboa Park, a facility or institution located in the Park or outside the Park? Yes
 - a. How much – \$500
 - b. Who – Friends of Balboa Park
13. Other unique event feature not covered above? San Diego Fire Station will be bringing a Fire Truck for kids to tour.

Date/TIME	EVENT	NOTES
Saturday Sept. 1pm- 5pm	Set-up	Delivery: tents, stage, tables, chairs, 1 generator, beer garden fence, scaffolding, dumpsters, Portable toilets
Sunday Sept. 13		
5:00 am	Course set-up	Roads to be closed: time based on SETC recommendation Balboa Dr. Juniper Road Marston loop El Prado Course set up begins. Cones placed throughout course to direct runners.
6:00 am	Race Timing Set-up	Timing Company arrives & timing mats placed at start/finish line. Timing station set up. Timing company provides 2nd generator
7:00 am	Sound Checks	Band/Microphone sound checks performed.
7:15 am	Event Begins	Opening Ceremony with Sound amplification. National Anthem, moment of silence, Recognition of Sponsors. Beer Garden 7:15am-11:30am
7:45 am	5K Race Begins	5 heats in two-minute increments.
8:30 am	Fun Run Begins	Course Dismantling begins
9:30 am	Race Ends	
9:30 am	Roads Open	Balboa Dr. Juniper Road Marston loop El Prado
11:30 am	Beer Garden closed	Dismantling of Beer Garden
12:00 pm	Vendor village closed	All sound amplification shut off
12:00 pm- 2:00 pm	Clean up	Pick up of tents, stage, tables, chairs, generator, beer garden fence, Scaffolding
Monday Sept. 14		Pick up of dumpsters, Portable toilets





Travis Manion Foundation 9/11 Heroes 5K Run

September 13, 2015

