



**STATE OF VERMONT  
DEPARTMENT OF PUBLIC SAFETY  
WATERBURY, VT 05671-1300**

**Application for holding marine regattas, races, parades, tournaments, water skiing events or exhibitions, and triathlons on Non-Federal waters.  
(Pursuant to Title 23 VSA Sec. 3316)**

**On federally controlled waterways to include Lake Champlain, Lake Memphremagog and Wallace Pond a Federal permit is required from the U.S. Coast Guard, Sector Northern New England.**

**Events occurring only on federally controlled waters (with no land event/events) do not require a State of Vermont permit.**

U.S. Coast Guard Sector, Northern New England  
259 High Street  
South Portland, ME, 04106-0007  
(207) 767-0320

**Contact Information**

Name of applicant:

Address of applicant:

Cell / Phone / Email of applicant:

Name, address and phone/cell # of person authorized to represent the applicant in applying for permit (if different, or in addition to above):

If acting for a corporation, governmental agency or other organization, list officers of the organization on a separate sheet and attach. Include all addresses and phone numbers.

Contact name and phone number during the event:

**Event Information**

Event title:

Event type:

Event website:

Date of Event:

Rain date:

Start time of event:

Finish time of event:

Location of event start and finish:

Course location and route (please provide a course map):

How will the course be marked?

Number of people expected to participate in the event:

Number of spectators expected to attend:

- Please attach **signed** letter from the Town Select Board or Town Manager approving the event.
- If the event is to be held on private property please attach a **signed** letter from the registered property owner approving the event. This letter must contain contact information of the property owner.

### **Public Safety**

**All applicants applying for a State of Vermont Marine Event Permit shall refer to nationally accepted standards and guidelines, such as those promulgated by the USA Triathlon (USAT) or the American Power Boat Association (APBA), when developing a safety plan for their specific event.**

**The event sponsor is responsible for the safety of the event. Should review of the application raise concerns that the event sponsor will be unable to ensure the safety of the participants, the event sponsor will be required to provide additional written information that demonstrates that the sponsor has a safety plan in place that will mitigate these concerns.**

### **Swim Events:**

Event sponsors must demonstrate a commitment to safety by implementing appropriate measures or combinations of measures, such as:

- Number and types of safety vessels
- Marking of safety vessels (to ensure that safety vessels are easily identifiable to swimmers in distress and responding emergency personnel)
- Methods of communication your safety boats will be using to report incidents and casualties
- Plan to account for swimmers pre and post-event
- Shore side emergency plan (i.e. ambulance on scene, emergency routes to hospital, etc.)

Compliance with nationally-accepted standards or guidelines, such as those promulgated by the USA Triathlon (USAT), are not required, however, they may provide helpful guidance when developing your own safety plan.

### **Power Boat Races:**

Maps for powerboat races should include a box with at least 4 points (latitude/longitude) marking the race area and should indicate the spectator viewing area(s).

In addition, please provide additional info indicating:

- How the race course will be marked
- Where safety vessels will be located
- The communication methods to be utilized by race personnel
- A safety plan indicating procedures to be taken in case of a marine casualty (whether occurring within the specific scope of a particular race or not)

Compliance with nationally-accepted standards or guidelines, such as those promulgated by the American Power Boat Association (APBA), are not required, however, they may provide helpful guidance when developing your own safety plan.

**Traffic/Crowd Control:** What arrangements have been made for crowd control, traffic control, security and parking?

- Please attach a **signed** agreement from the organization(s) providing each of the items above.
- If the Town where the event will be held is policed by a local Police Department, Sheriff's Department or Town Constable please attach a **signed** letter from that department head or designee acknowledging and approving the event.
- Medical Services: Attach a **signed** agreement from the local emergency medical service department providing first response to the event.

First Aid and water station locations:

Ambulance/Medical personnel locations:

What arrangements have been made to ensure participant and spectator safety in and around the water?

### **Food and Sanitation**

What arrangements have been made for food and water?

Concessionaires: List the concessionaires and the types or products each will dispense:

What arrangements have been made for toilet facilities?

Clean-up: What arrangements have been made to assure that litter, incidental to the event, will be cleaned up and disposed of?

**Advertisements**

How will the assembly be advertised?

List names of newspapers, websites, flyers etc. and the dates the advertisement will appear. Please attach copies of the advertisement if available.

Will radio or television be used to advertise the event? (List stations, dates and times of commercials. Attach copies of the proposed commercials, if available.

**REMARKS:** Include any information you believe will be of assistance in evaluating this application such as previous events, historical knowledge etc.

**An ORIGINAL completed application must be received not less than 30 days prior to the event.**

**Missing or incomplete information may result in delayed approval.  
Conditions for approval may be imposed should public health or safety be of concern.**

Signature of Applicant (or Authorized Agent): \_\_\_\_\_

Date Signed: \_\_\_\_\_

**Upon completion, return form and all supporting documents to:**

**Vermont State Police  
Field Force Commander  
Permit Application  
45 State Drive  
Waterbury, VT 05671-1300**