



PERMIT NO \_\_\_\_\_
FOR BICYCLE EVENT/CONTEST/PROCESSION PARADE
IN UNINCORPORATED ST. CHARLES COUNTY
PURSUANT TO ST. CHARLES COUNTY ORDINANCES 10-091 & 11-006

APPLICATION
TO BE SUBMITTED TO THE ST. CHARLES COUNTY REGISTRAR

201 North Second Street 5th Floor – Room 541
St. Charles, Missouri 63301
(Tel: 636-949-7560) (Fax: 636-949-7562) (Email: registrar@sccmo.org)

Type of Permit: \_\_\_\_\_
(Single Event Permit or Annual Permit? – Note to Applicants: Annual permits may be issued only for four or more dates in any calendar year, and provided the same route will be followed on all dates)

Name of Event: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_

Hours of Event: \_\_\_\_\_

Number of Riders: \_\_\_\_\_

Applicant Provides Support Vehicle? (Yes or No – if yes, specify vehicle)

Applicant Requests Road Closures? (Yes or No – Note to Applicants: St. Charles County may not close State roads without concurrence of Missouri Department of Transportation)

If Yes, Roads or Segments Affected? \_\_\_\_\_

(Add additional sheet if necessary. Identify listed roads or segments of roads on route map submitted with this Application.)

Organizer of Event: \_\_\_\_\_  
(Name of entity sponsoring or planning event)

\_\_\_\_\_  
(Address of entity's principal place of business)

\_\_\_\_\_  
(Name and telephone number of entity's agent making this application)

\_\_\_\_\_  
(Signature of entity's agent making this application)

\_\_\_\_\_  
(Date of this application)

Required Submittals: **MAP OF ROUTE**

**SAFETY PLAN** (including name and telephone number of entity's contact person and permit holder on day(s) of event)

**NON-REFUNDABLE APPLICATION FEE: TWENTY-FIVE DOLLARS (\$25.00)** - Payable to: St. Charles County

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**ENDORSEMENTS AND APPROVAL OR DENIAL BY CHIEF OF POLICE**  
**(FOR CHIEF OF POLICE USE ONLY)**

Changes to Safety Plan if Needed: \_\_\_\_\_  
\_\_\_\_\_

(After consultation with applicant, Chief of Police may determine that its safety plan must be modified and request submission of modified safety plan.)

Road Closures as Approved: \_\_\_\_\_  
\_\_\_\_\_

(Routes closed, dates and hours of closure)  
(Note: after consultation with applicant, Chief of Police may determine road closures are needed whether or not requested by applicant.)

MoDOT Concurrence: \_\_\_\_\_  
(Chief of Police may close a State road only with concurrence of Missouri Department of Transportation.)

Cost of Road Closures  
or Crowd Control: \_\_\_\_\_  
(If applicable – number of deputies x hours x hourly rate – payable by check to St. Charles County prior to Registrar’s issuance of permit)

Attachments: **MODIFIED SAFETY PLAN** received \_\_\_\_\_ (Date)  
(if required by Chief)

**MoDOT CONCURRENCE** received \_\_\_\_\_ (Date)  
(if applicable)

Approved: \_\_\_\_\_  
Col. David L. Todd, Chief of Police, St. Charles County  
(Date)

Denied: \_\_\_\_\_  
Col. David L. Todd Chief of Police, St. Charles County  
(Date)

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**ISSUANCE OF APPROVED PERMIT BY REGISTRAR**  
**(FOR REGISTRAR’S USE ONLY)**

The Registrar of St. Charles County hereby acknowledges receipt of the Cost of Road Closures or Crowd Control and issues Permit No. \_\_\_\_\_ as endorsed and approved by the Chief, above.

**ST. CHARLES COUNTY REGISTRAR**

\_\_\_\_\_  
St. Charles County Registrar

(Seal)                      Given under my hand & official seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.