



Prince William Permit Office  
10228 Residence Road, Manassas, VA 20110  
Tel. 703-366-1916  
[NOVA.Manassas.Permits@vdot.virginia.gov](mailto:NOVA.Manassas.Permits@vdot.virginia.gov)

### Application for Road Use Authorization

Name and Type of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Inclement Weather Date: \_\_\_\_\_

Race/Event Start Time: \_\_\_\_\_

Race/Event End Time: \_\_\_\_\_

Estimated Number of Participants: \_\_\_\_\_

Estimated Number of Vehicles: \_\_\_\_\_

Event Location (List each road from start to end): **Attach detailed map of course.**

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

Name of Applicant or Organization: \_\_\_\_\_

Driver's license or Tax ID Number of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Emergency #: \_\_\_\_\_

#### Certification by Applicant:

I acknowledge that I am fully cognizant of the attached requirements associated with the issuance of a VDOT Land Use Permit to hold parades, marches, races, or other special events on state maintained highways.

Signature: \_\_\_\_\_

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

#### Permittee Liability:

Authorization for Road Use by the Virginia Department of Transportation does not relieve the organizers, group, company, participants, parties to or sponsor(s) of the event from any civil or criminal liability resulting from accident, injury, or negligence. The Virginia Department of Transportation accepts no liability expressed or implied in connection with this authorization. Applicants shall at all times indemnify and save harmless the Commonwealth Transportation Board, members of the Board, the Commonwealth and all Commonwealth employees, agents, and offices, from responsibility, damage, or liability arising from the exercise of the privileges granted in such permits to the extent allowed by law.

**VDOT Use Only**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Name/Title: \_\_\_\_\_

Telephone/Email: \_\_\_\_\_

Conditions: \_\_\_\_\_

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

**Prince William County Police Use Only**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Name/Title: \_\_\_\_\_

Telephone/Email: \_\_\_\_\_

Number of Police Officers Assigned: \_\_\_\_\_

Special Equipment Needs: \_\_\_\_\_

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

Changes Made in Route/Location (Attach revised map): \_\_\_\_\_

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

Conditions: \_\_\_\_\_

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