

# CHECKLIST FOR HOLDING A SPECIAL EVENT IN LINCOLN COUNTY

**In addition to BLM requirements, each event promoter must comply with the following Lincoln County Requirements.**

- Contact the Lincoln County Special Events Committee:  
Coordinators Ken Dixon 775-726-3825, Ben Bender 775-962-5465, Wally Giddings 775-728-4412, Connie Simpkins 775-728-4682.
- Lincoln County **MUST BE** listed as additional insured on race insurance and copy provided to county.
- Promoter must contact the County Clerk's office to schedule an appearance at the Lincoln County Commission meeting at least 2 weeks prior to the event. Approval will not be given for the event, unless we have received insurance confirmation and the event has been okayed by the Special Events Committee.
- Lincoln County Sheriff's Search and Rescue or other agency, approved by the Lincoln County Sheriff, must be on site as emergency coordinators, to provide emergency communications and assistance when needed. Promoter must ensure adequate cross communications with this agency, and with the Lincoln County Sheriff's Department.
- Grazing **permit/mining operators, and any private property owners** must be contacted if the event crosses or impacts their permitted operations or property. Written releases may be required by the event committee.
- Establish ambulance contact. Meadow Valley Volunteer Ambulance (Caliente and Panaca areas) Ann Smith, 775-726-3759. Alamo area Wendy Rudder, 775-725-3774. Pioche area Chuck Reifsnnyder 775-962-5668. **Ambulance must be on site at appropriate location(s) for any event not specifically exempted.**
- Notify hospital (date and number of expected participants). Grover C. Dills Medical Center 775-726-3171.
- County Road Department-For pre-event reviews of any sections of county roads that are used and for any post event review of any roads used. Steve Choquer, Director, LC Road Dept. 775-726-3612 (Monday-Thursday). Promoter is expected to return roads to pre-event condition.
- Utility companies, inform them of event date and time, and if any right of way roads will be used. Lincoln County Power District 775-962-5122, Alamo Power District 775-725-3335, and Lincoln County Telephone 775-962-5131
- Town Board approval for event activity within the town limits, this must be done prior to appearance at the County Commission. Contact for the town boards are:  
Alamo, Wendy Rudder 775-725-3817 Panaca, Jim Manner 775-728-4301  
Pioche, Norma Boylan, 775-962-5490 Caliente, 775-726-3132

Rachel Area, County Commissioner

- State Highway permits for State Highway crossings, Certified crossing guards, signage, Nevada  
Division of Transportation 775-888-7070. Must have written permission.
  
- Notify Highway Patrol 775-725-3325, if activity encroaches on a State Highway right of way.