



Request for Special Event Coverage by DCoEMS

Thank you for interest in special event coverage by Durham County EMS. This form must be completed in full and emailed to manderson@dconc.gov for consideration. After receiving your request for Special Event Coverage form Durham County EMS will determine if coverage will be offered. *If coverage is offered, Durham County EMS will decide which EMS resources(s) will be used.*

If coverage is offered, you will be provided a confirmation and an estimated cost. All requests must be made at least four weeks prior to the event. Factors used to determine whether/how coverage will be offered may include: event crowd size (2,500+), risk factors for participating population, EMS access to venue (area traffic impedance), EMS availability and event impact on 9-1-1 operations.

SUBMITTER INFORMATION

Event Coordinator: [Click here to enter text.](#) **Title/Position:** [Click here to enter text.](#)
Telephone Number/Type: [Click here to enter text.](#) Cell Office Home
Email address: [Click here to enter text.](#)

EVENT INFORMATION

Type of Event: Sporting event (Type) [Click here to enter text.](#) Assembly Concert
 Festival Race (Bike) Race (Foot) Rally Parade Walk-a-Thon
 other: [Click here to enter text.](#)

Event Name: [Click here to enter text.](#) **Date:** [Click here to enter text.](#)

Event Location (address or venue): [Click here to enter text.](#)

City: [Click here to enter text.](#) **Zip Code:** [Click here to enter text.](#)

Crowd Size (Including staff/volunteers/attendees): [Click here to enter text.](#)

EMS On-Site Time: [Click here to enter text.](#)

Event Start Time: [Click here to enter text.](#) **End Time:** [Click here to enter text.](#)

Specific location on property for EMS vehicle(s) to stage, if applicable: [Click here to enter text.](#)

Maps of the course or venue are required and must be returned with this form unless the venue is a permanent sports or entertainment facility.

ON-SITE INFORMATION

On-site Contact: [Click here to enter text.](#) **Telephone Number:** [Click here to enter text.](#)

Food and Drink Sales: Yes No **Will you sell alcohol at the event:** Yes No

BILLING INFORMATION

Company/Group/Individual: [Click here to enter text.](#)

Tax ID/SS# (if applicable): [Click here to enter text.](#)

Billing Address: [Click here to enter text.](#)

City: [Click here to enter text.](#)

State: [Click here to enter text.](#)

Zip Code: [Click here to enter text.](#)

Event Type	Anticipated Crowd Size	Knowledge of 911 Access and CPR	Advance Life Support (ALS) Ambulance(s)	Mobile Bike or Foot Team(s) or QRV Unit	EMS Supervisor
Concert / Music Festival; Block Party / Street Fair;	< 2,500	•			
	2,500 - 15,000	•	‡		
	15,000 - 50,000	•	•	•	•
	> 50,000	•	•	•	•
Athletic / Sporting Event	< 2,500	•			
	2,500 - 15,000	•	‡		
	15,000 - 50,000	•	•	•	•
	> 50,000	•	•	•	•
Parade	< 2,500	•		•	
	2,500 - 15,000	•		•	
	15,000 - 50,000	•		•	
	> 50,000	•		•	
<i>Due to the dynamic nature and variable size of parades, it is recommended by Durham County EMS the 9-1-1 system should be accessed by the organizer or individual participants when deemed appropriate. Durham County EMS will need notification of street closures and entry points along the parade route.</i>					
Conference / Convention	< 2,500	•			
	2,500 - 15,000	•			
	15,000 - 50,000	•	‡		•
	> 50,000	•	•	•	•
‡ = Recommended resource intended to ensure safety of participants					
• = Required resource. Multiple resources should be considered depending on boundaries of event, event elements, and/or size of crowd.					

2017 – 2018 Durham County EMS Special Event / Standby Fee Schedule					
Ambulance Standby	QRV Standby (Non-Transport)	Bicycle Response Team	Foot Patrol	Medical Operations/Command (required with 2 or more ambulances/teams)	On-Scene Treatment During Standby (No Transport)
\$250.00 / per hour	\$125.00 / per hour	\$150.00 / per hour	\$150.00 / per hour	\$150.00 / per hour	\$250.00
Or, any fraction thereof, with a 3 hour minimum.					This is charged to the patient when ALS treatment is provided, but the patient refuses transport.

Hourly fees are set by the Durham County Commissioners (subject to change).