

# REQUESTING TROLLEY SERVICE FOR YOUR EVENT, AN OVERVIEW



## **Purpose and Need:**

Tuolumne County and the City of Sonora citizens are regularly planning, creating and hosting a myriad of community wide events designed to celebrate and enhance our local history, traditions, destinations and facilities.

Many of these events are annual, decades old, and continuing to grow and attract a more diverse audience from year to year. Tourism is a primary driver of the local economy, with many hundreds of thousands of guests coming through our communities bound for a variety of destinations within Tuolumne County and beyond. Recognizing the importance of community events to local quality of life, and the vitality of economic activity within our county, the Tuolumne County Transit Agency has adopted a program to support community events that are large enough to have traffic and congestion ramifications.

Through a partnership with Tuolumne County Transit and its fleet of “Trolley” buses, the TCTA seeks to positively contribute to many great events, while also improving the overall safety of the traveling public by reducing congestion, delay and increasing transportation alternatives.

## **TCTA perceived benefits of managing travel:**

- Improve overall safety for vehicles and pedestrians
- Reduce congestion and delay on local roads and state routes
- Increase attractiveness of event
- Exposure of community members to transit services

For these reasons, community organizations may request the use of trolleys for their event. The following pages outline program criteria and agreements required for consideration.

Community events selected are served free of charge. Tuolumne County Transit does not provide charter services, and the Trolley’s cannot be hired for private events/parties regardless of size.

# Request for Public Transit Special Service

Tuolumne County Transit Agency

Sonora, CA 95370

(209) 532-0404



<b>Event Overview</b>	Name of Requesting Organization _____
	Federal Tax ID Number _____
	Event Date(s) _____ Number of Buses Requested _____
	Number of community members (anticipated) to attend _____
	Event Coordinator Mobile Phone / Email _____
	Date Event Request Received _____
	Event Overview: _____
	_____
	_____
	_____
Criteria for being considered for Special Event Transportation Services:	
<input type="checkbox"/> Open to the General Public	
<input type="checkbox"/> Hosted in Tuolumne County	
<input type="checkbox"/> Sponsored by a charitable or service organization	
<input type="checkbox"/> One day or weekend event	
<input type="checkbox"/> Organization representative can be present at TCTA meeting	
<input type="checkbox"/> Event likely to have traffic/congestion impact	
<input type="checkbox"/> TCTA to be included on marketing materials	
<input type="checkbox"/> Service route/details on website	
<input type="checkbox"/> TCT logo/service details on printed materials	
<input type="checkbox"/> Service details on radio spots	
<input type="checkbox"/> Additional items for consideration	
<b>TCTA Use Only</b>	Anticipated cost to serve event _____
	Does event meet criteria? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Tuolumne County Transit Agency Agenda Item Date _____
	<input type="checkbox"/> Will not affect regularly scheduled fixed route or DAR services (incidental)
	<input type="checkbox"/> Event recommended for approval. Reason: _____
Fare: Free <input type="checkbox"/> Fare: General Public Fare <input type="checkbox"/>	
<b>Post Event Summary</b>	Number of attendees (projected / actual) _____
	Event debrief (Describe successes and/or modifications for the future) _____
	_____
	Other comments: _____
_____	
Event eligible for future service? <input type="checkbox"/> Yes <input type="checkbox"/> No Reason: _____	

**Special Event Service Operations Plan (to be completed between TCTA/project proponent IF approved)**

Date/s of Service: \_\_\_\_\_

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

Contact name/mobile phone for event coordinator: \_\_\_\_\_

Vehicles planned for service: \_\_\_\_\_

- Trolley, qty-
- SkiBUS
- Large Bus, qty-
- cutaways, qty

Route/Service Map

Hours of Service: \_\_\_\_\_

Frequency of bus arrival/departure: \_\_\_\_\_

Signage Plan: \_\_\_\_\_

Bus stop signs to be placed at the following locations:

A. \_\_\_\_\_ B. \_\_\_\_\_ C. \_\_\_\_\_

D. \_\_\_\_\_ E. \_\_\_\_\_ F. \_\_\_\_\_

Park n' Ride lot/s: \_\_\_\_\_

Approval received from property manager  Yes  No Date \_\_\_\_\_ Contact \_\_\_\_\_

Additional Event specific detail of note: