Parade Permit BMC 10.04 Applications due 2 working days prior to event

Applicant Requirements:

- Parade Permit Application
- Parade Permit Application Fee $235.00 (non-refundable)
- Route Diagram
- Right of Way/Encroachment Permit (No Fee)

Required Approval(s):

- Planning Department
- Public Works
- Public Safety
PARADE PERMIT

PARADE – Please allow 2 working days prior to the Parade Event to allow the City adequate time to obtain the required approval per BMC 10.04 Resolution 02-92

Today’s Date: ____________________________

Date of Event: ____________________________________________

Beginning and Ending Time of Event: ____________________________________________

Applicant/Responsible Party: ____________________________________________

Address: ____________________________________________

Phone: ____________________________________________ (Day), ____________________________________________ (Night)

Purpose of Event: ____________________________________________

Street to be closed (or route to be taken): ____________________________________________

Addresses to be affected by the Street Closure (From – To): ____________________________________________

Will the Event Encompass the Whole Width of the Street? ____________________________________________

Approximate Number of People Attending: ____________________________________________

Description and Location of Equipment to be used: ____________________________________________

Please acknowledge that these will be adhered to:

1. There will be no consumption of alcohol on public property. INITIAL: __________

2. The area closed must be re-opened by 10 p.m. INITIAL: __________

3. No fee may be collected to attend. INITIAL: __________

4. The applicant agrees to indemnify, defend and hold harmless the City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys’ fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of the Permit by and individual or entity for which the person applying is legally liable, including but not limited of officers, agents, or employees of the person applying. INITIAL: __________
5. There shall be no sale of food or merchandise in any area other than otherwise permitted by law. INITIAL:

6. The applicant shall reimburse the City for the City’s actual direct costs in connection with the Parade Permit. INITIAL:

7. The applicant shall clear all debris immediately following the event. INITIAL:

8. The applicant shall attach a copy of the insurance carried, if any. INITIAL:

Additional Information Required:

- [$235.00 Application for Parade Permit]
- [Street diagram (including a description of how the streets will be blocked off, i.e. how many barricades and where)]
- [Completed Public Works Right of Way Encroachment Permit (no fee collected)]

I HEREBY STATE THAT THE ABOVE STATEMENTS AND ANSWERS CONTAINED HEREIN ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

I FURTHER STATE THAT I HAVE READ AND I UNDERSTAND THE RULES AND REGULATIONS AND, IN THE EVENT THE PERMIT IS GRANTED, I WILL COMPLY IN ALL RESPECTS TO THE REGULATIONS THEREIN.

______________________________
Signature of Applicant or other Authorized Representative

Do Not Write Below This Line

Received by (Date): __________________________ INITIAL: __________
Received Street Diagram (Date): __________________________ INITIAL: __________
Received Application Petition (Date): __________________________ INITIAL: __________
Received $235 application fee (Date): __________________________ INITIAL: __________
Public Safety Approval (Date): __________________________ INITIAL: __________
Public Works Approval (Date): __________________________ INITIAL: __________
Planning Department Approval (Date): __________________________ INITIAL: __________
Recommendation for Denial (Date): __________________________ INITIAL: __________
Reason for Denial: __________________________ INITIAL: __________
Approval given to applicant by (Date): __________________________ INITIAL: __________

Make 1 Copy: Original – File Copy, Copy 1 – Applicant