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

Applicant Requirements:

- Parade Permit Application
- Parade Permit Application Fee $470.00 (non-refundable)
- Route Diagram
- Right of Way/Encroachment Permit (No Fee)

Required Approval(s):

- Planning Department
- Public Works
- Public Safety
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:

☐ $470.00 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 $470 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