



License No.	_____
Date Issued	_____
Date Paid	_____
Receipt #	_____

PARADE, SPECIAL EVENT OR ENTERTAINMENT LICENSE APPLICATION
Section 12.07 Municipal Code

FEE:	<input type="checkbox"/> \$75.00 (1 event)	<input type="checkbox"/> \$150.00 (2-3 like events)	<input type="checkbox"/> \$300.00 (4-5 like events)	<input type="checkbox"/> \$400.00 (6 or more like events)
<p>“Like Events” means events that happen throughout the year from January to December that take place at the same location, are the same type of event and are hosted by the same organizer.</p>				

Parade Special Event Entertainment

Organizer of Event _____

Address _____

Contact Name _____ Telephone _____

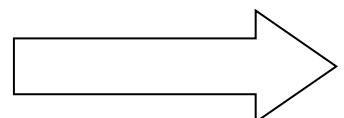
Name of Event(s): _____

Date(s) of Event: _____ Time(s): _____

Location of Event: _____

Will the parade, event or entertainment involve a tent: Yes No

Brief Explanation of Each Event:



Map and/or Detailed Route Attached

A detailed map for Special Events and Entertainment must show the layout/location of the event and/or entertainment. A detailed map for a parade must show the assembly area, proposed route and dispersal area. Maps must be submitted with every application, even for events that happen on an annual basis.

Certificate of Liability Insurance Attached

A certificate of liability insurance must be provided prior to the issuance of the permit.

An application for a permit may be denied if:

- The event will be held on a work day during hours when and at places where, in addition to the proposed event, the flow of vehicular and pedestrian traffic is usually delayed by its own volume
- It is to be held between the hours of 10:00 p.m. and 6:00 a.m.
- Sufficient organizers are not provided to reasonably assure the orderly conduct of the event.
- More than one assembly area or more than one dispersal area is proposed.
- Permission for use of property for assembly, dispersal or checkpoints has not been obtained.
- The proposed route would substantially disrupt business, traffic or neighborhoods.
- There is reasonable probability the event would involve violation of Federal or State highway law, or of other applicable provisions of this Code or City ordinances.
- The granting of the permit would conflict with another permit already granted, or for which application is already pending.
- The Department of Transportation fails to approve a detour route if required.
- The applicant fails to arrange for Emergency Medical Services if required.

**I understand the filing of this application does not ensure the issuance of this license.
I also understand that all organizers and participants must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations.
Additional fees may apply for park facilities, food sales, tent permits, and fireworks permits.**

I CERTIFY THAT I HAVE FULL RIGHT AND AUTHORITY TO SIGN AS/FOR THE ORGANIZER OF THE EVENT.

Signature _____

By using any device, means or action, you consent to the legally binding terms and conditions of this application. You further agree that your signature on this document (hereafter referred to as your "E-Signature") is as valid as if you signed the document in writing.



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FOR OFFICE USE ONLY				
Department	Approve	Deny	By	Reason for Denial
ADMIN/DOD				
ENGINEERING				
FIRE				
PARKS & REC				
POLICE				
PUBLIC WORKS				

CITY CLERK SIGNATURE:	DATE:
Date licensed issued ____/____/____	License No.