



Parade Permit Application

Section 36-135 Permit Required of the City of Cedar Springs Code of Ordinances states: "No person shall organize or lead, cause to be organized or lead, sponsor, engage in, permit, allow or participate in a parade, carnival, athletic event, festival, fair, celebration or other activity, event or use which blocks, closes or hinders or impairs the vehicular or pedestrian traffic flow in or along a street, road or other public way within the City without first obtaining a permit therefore from the City Manager.

1.) Name of Applicant/Organization sponsoring the parade: _____

Address: _____

Phone No.: _____ Email Address: _____

2.) If the Applicant is other than an individual, please provide the name, address and phone number of all directors, officers, partners and persons having an equity interest of ten percent or more in the applicant. Please use additional sheet(s), if necessary.

3.) Please provide the designation of the public ways to be used or affected by the parade:

4.) Please describe the parade: _____

5.) Please provide the starting & ending times and dates of the activity, event or use and the set-up and clean-up times & dates of the activity, event or use: _____

6.) What is the anticipated number of persons participating in and attending the parade? _____

7.) Please provide proposed parking, security, crowd control, traffic direction, private property protection and restoration, noise control, staging areas, which are or may be reasonably necessary:

8.) Please list the type, nature and amount of any rate, fee, charge or donation to be paid by anyone participating in or attending the parade: _____

9.) Please list the type, nature, source, price and purveyors of any food, beverages, souvenirs or other goods to be sold or distributed at the parade:

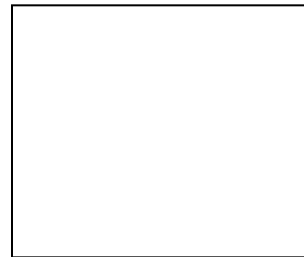
Please check that you have provided the following:

- A copy of the articles of incorporation, bylaws, partnership agreement, charter or other organizing, charter or creating documents of the applicant. Yes No
If No, was this waived by the City Manager? Yes No
- Copies of insurance policies naming the City and any property owners abutting the affected public way as named or additional insureds in amounts of coverage to be determined from time to time by resolution of the City Council and covering such person from premises liability and from any and all liability arising as a result of the activity, event or use, as a result of participation in or attendance at the parade. Yes No
- Certification, acceptable to the City Attorneys, that the applicant will indemnify the persons referred to above, hold them harmless from and defend them against any and all claims, lawsuits or other liability arising from or as a result of the activity, event or use. Yes No
- The location of any privately owned premises to be used in conjunction with the parade and the duration, extent and purpose of such use. Yes No
- A statement of the benefit of the parade to the citizens and taxpayers of the City or County or to a nonprofit organization and of the reasons for the activity, event or use. Yes No

Please read before signing: I certify that the statements in this application are true, accurate and complete. Unless waived by resolution of the City Council, I agree to pay to the City any costs incurred by the City as a result of the activity, event or use permitted hereunder, including, without limitation, such costs as added police patrols, added sanitation crews, etc.

Applicant Signature: _____ Date: _____

Fee: Major Street (\$50.00) Local Street (\$25.00)



Register Imprint

City Manager Review:

- **Have adequate provisions been made by the applicant or others for the protection of public and private health, safety, welfare and property?** Yes No
- **Will the location, time and date of the parade unreasonably affect the use or enjoyment of private or public property and not cause unreasonable traffic hazards or delays?** Yes No
- **Will the parade, its duration, its repetition or its location adversely impact upon the value of private property in its vicinity?** Yes No
- **Do affected property owners object to the parade?** Yes No
- **Have the application requirements been fully met?** Yes No
- **Does the applicant meet and has not in the past failed to meet all of the requirements of this ordinance of the City Charter, or the City Code and of other applicable laws, rules, regulations and orders?** Yes No
- **Does this parade constitute a public nuisance?** Yes No
- **Does the permit to be issued to any for profit organization enable any individual to make a profit?** Yes No
- **Does the parade exceed ten (10) days in duration in any calendar year?** Yes No
- **Is this application and all past applications of the applicant true, accurate and complete?** Yes No

City Manager Approval:

Yes No

City Manager Comments: _____

City Manager Signature: _____ **Date:** _____

Require City Council Action? Yes No

If Yes, What Action is Required? _____

Date of Meeting: _____ **Action Taken:** _____

Fee: Major Street (\$50.00) Local Street (\$25.00)

Fee Waived: Yes No