

ROUTING (initial/date)  
Fee Paid \_\_\_\_\_  
P&CD \_\_\_\_\_/  
Police \_\_\_\_\_/  
Town Mgr. \_\_\_\_\_/\_\_\_\_\_



## APPLICATION FOR PARADE/SPECIAL EVENT PERMIT

Activity \_\_\_\_\_ Date of Application \_\_\_\_\_

Sponsored By \_\_\_\_\_ Location of Event \_\_\_\_\_

For Profit \_\_\_\_\_ Non-Profit \_\_\_\_\_ Tax Exempt No. \_\_\_\_\_

Name \_\_\_\_\_ Home # \_\_\_\_\_ Work # \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

EMAIL \_\_\_\_\_

Name \_\_\_\_\_ Home # \_\_\_\_\_ Work # \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

EMAIL \_\_\_\_\_

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Description of Event:

\_\_\_\_\_

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\_\_\_\_\_

Date of Event \_\_\_\_\_

Rain Date \_\_\_\_\_

Event Hours \_\_\_\_\_

Set Up Time \_\_\_\_\_

Clean Up Time \_\_\_\_\_

Anticipated attendance (per day)? Participants \_\_\_\_\_ Spectators \_\_\_\_\_

Will you need electricity? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, number of outlets) \_\_\_\_\_

Will food be served? \_\_\_\_\_ Yes \_\_\_\_\_ No

Will fees for food or merchandise be charged? \_\_\_\_\_ Yes \_\_\_\_\_ No

Will admission fees, entry fees or other fees be charged as part, or in association with the activity? \_\_\_\_\_ Yes \_\_\_\_\_ No

Will portable restrooms be provided? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, how many) \_\_\_\_\_

Will there be parking control staff? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, how many) \_\_\_\_\_

Will you have security on site? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, who) \_\_\_\_\_

Will any items be left overnight? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, what) \_\_\_\_\_

Will signs or banners be displayed? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, where) \_\_\_\_\_

Will tents be erected? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, what size) \_\_\_\_\_

Will water hookup be needed? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, what for? \_\_\_\_\_

Will there be a parade? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, complete page 3) \_\_\_\_\_

Will any Town streets need to be closed? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, identify) \_\_\_\_\_

Name of insurance company providing Certificates of Insurance for the event \_\_\_\_\_

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I agree to indemnify and hold harmless the Town of Warrenton, its employees, and its agents from and against any and all liability for any injury which may be suffered in connection with this event. I also hold harmless the Town of Warrenton, its employees, and its agents from and against any liability for any equipment or supplies lost or damaged that are stored or otherwise as a result of this event.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Projected number of entries \_\_\_\_\_

Anticipated number of participants \_\_\_\_\_

Will children be involved? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, how many) \_\_\_\_\_

Will animals be involved? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, how many and what type) \_\_\_\_\_  
\_\_\_\_\_

What special conditions will be required, if any, to accommodate animal participants? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will motor vehicles be involved? (if yes, how many and what type) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What additional streets or parking lots will be needed, if any? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please review map for parade route.

POLICE REVIEW: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PUBLIC WORKS REVIEW: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MANAGER'S REVIEW: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLANNING/ZONING REVIEW: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

