

201 West Ash St.
Mason, MI 48854-0370

CITY OF MASON



City Hall 517-676-9155
Fax 517-676-1330

PARADE PERMIT APPLICATION

APPLICANT

Name: _____ Phone : _____

Address: _____

Parade conducted for: _____

Organization's Representative and Title: _____

Parade Chair: _____ Phone: _____

Address: _____

PARADE ROUTE

Starting Point: _____ Ending Point: _____

Assembly Location: _____ Time of Assembly: _____

Maximum space between units: _____ Minimum space between units: _____

Maximum speed of units: _____ Minimum speed of units: _____

Maximum length of parade in miles: _____

ENTRIES

Number of Entries (People-Animals-Vehicles): _____

Type of Animals: _____ Description of Vehicles: _____

USE OF RIGHT-OF-WAY

Parade Route (by street name): _____

Name of State Trunkline Street(s) that are requested as part of route: _____

For Office Use Only:

<u>Mason Police Department</u> Parade Route: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<u>City Administrator</u> Permit: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<u>Application to State for Use of Trunk Line Permit</u> <input type="checkbox"/> Mailed <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
<i>Signature:</i> _____	<i>Signature:</i> _____	Fee: \$15.00 <input type="checkbox"/> Paid

Applicants for a parade permit must be at least 18 years of age. Applicants maybe requested to provide insurance coverage to indemnify the City Of Mason. Please note candy or, any other objects will not be thrown or discharged from any moving vehicle, trailer, or other moving object before, during or after the parade by parade participants. Any individual(s) observed in violation will be removed from the parade and not allowed to participate. This may also mean removal of the float, trailer or moving vehicle.

It is the responsibility of the parade chairperson to instruct all participants prior to the parade regarding the prohibition against throwing candy or other objects as stated above.

The parade chairperson or an identified designee/representative will be responsible for the cleaning and removal of any and all animal droppings or other refuse during the course of the parade. Failure to comply will result in billing for City services to clean up.

A request for the use of the City owned public address system must be made separately in writing to the City Administrator. There is a charge for the setup/take down and use of the system. The City Of Mason does not provide chairs or seating accommodations. Requests for use of Ingham County owned property must be made to the Director of the Facilities Department, 131 W. Maple St., Mason, MI 48854, (517) 676-7310. (City of Mason events - please include page 3.)

The parade chair person or designee must be on site and present during the parade. This representative must make themselves known, including their whereabouts during the parade and an means of contact, such as a cellular telephone number.

An application for a parade permit involving a school event must be signed by a school official/employee over the age of 18 years. This person must be on site, present, and available in person and by phone during the parade. This includes a request for homecoming parade.

I have read and understand the terms of the parade permit application. I agree to abide by these conditions.

Chairperson or Representative

Date

City Official Receiving Request

Date