



PARADE PERMIT APPLICATION

APPLICANT

Name: _____ Phone : _____

Address: _____

Parade conducted for: _____

Date of Parade: _____

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: _____ Parade start time: _____ Approx. end time: _____

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:

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

FILING REQUIREMENTS:

- Applicants for a parade permit must be at least 18 years of age.
- Applicants must file with the City a policy of liability and property damage insurance indemnifying the City against any liability to persons or property owned by the City, arising out of the parade.
- An application for a parade permit must be filed not less than 20 days, nor more than 60 days before the date on which it is proposed to conduct the parade

PLEASE NOTE: No candy or any other object(s) may 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.

PARADE CHAIRPERSON (or an identified designee/representative):

- Responsible to instruct all participants prior to the parade regarding the prohibition against throwing candy or other objects as stated above.
- 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.
- must be on site and present during the parade. This representative must make themselves known, including their whereabouts during the parade and a means of contact (cellular telephone number, etc).

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 fee 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.

An application for a parade permit involving a school event must be signed by a school official/employee. 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.
