This is to certify that an application by _________________________________, Sponsoring Organization, for a Parade Permit for _____________________________________________ Name of Event has been approved.

The Parade permit is based on the following terms:

Date of Parade ________________________________

Time of Parade      Begin __________    End __________

Route of Parade (Attach Map) __________________________________

Police Personnel Needed? _______   If yes, estimated number ________

Animals involved? _______________ Yes    _______________ No

Clean-up provisions made? _______________ Yes    _______________ No

Estimated number of participants _______________

Estimated number of spectators _______________

We agree to meet the following guidelines and assurances established by the City for approval of Parade permits.

1. A small (8 ½” x 11”) map must be provided showing location of street closing and placement of barricades. Applicant must contact the Traffic Control Division (405)329-0528 to arrange pick up or delivery of barricades.

2. Applicant must provide litter and trash pickup following the event, both within and without the closed area, if debris is scattered as a result of the event.

3. The proposed parade shall not interfere with any other scheduled event or pose any public safety threat.
4. No street shall be blocked past the time designated on the permit.

5. No alcoholic beverages will be sold in the public right-of-way (beer, wine, liquor, etc.)

6. Applicants will be responsible to the City to assure each of the guidelines are met.

7. The applicant may be required to provide the City evidence of an insurance policy taken out by the applicant which would indemnify the City against all damages or liability claims arising from the event.

8. The applicant shall be required to reimburse the City of Norman for an extraordinary costs incurred by the City such as overtime pay for personnel, special cleanup, hiring off-duty personnel, etc.

9. Application for Parade Permits must be submitted at least two (2) weeks prior to the proposed event.

Any violation or variation from the above terms may result in the revocation of this permit.

________________________________________    Date _______________

Applicant Signature    Address    Telephone

Applicant Email Address

Issuing Authority, Norman Police Department

FEE FOR APPLICATION IS $25.00          PAID_______ RECEIPT# _______
DATE _______  Cash  CC  Check # ___________  Clerk_____________

PROVIDE APPLICANT WITH A COPY OF THIS PERMIT

cy: Patrol Briefing Desk          EMSStat
Communications Division          Traffic Dept.
Fire Department