



Parade Permit Application

All fields must be complete. Application must be filed at least 30 days prior to parade date.

Proof of insurance must be attached to application.

Organization/Sponsor & its Authorized Representative Please Print

Name of Organization/Sponsor: _____

Address: _____ State: _____ Zip: _____

Business Phone: _____ Fax: _____

Web Address of Organization/Sponsor: _____

Name of Authorized Representative: _____

Address: State: _____ Zip: _____

Home Phone: __ Work Phone: _____ Cell Phone: _____

Email: _____

Primary On-Site Contact Person Please Print

Name: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email: _____

PARADE INFORMATION:

NAME OF EVENT: _____

DATE: _____ ALTERNATE RAIN DATE: _____

EVENT Start Time: _____ am / pm EVENT End Time: _____ am / pm

STAGING Start Time : _____ am / pm TEAR DOWN End Time: _____ am / pm

STAGING LOCATION: _____ STARTING LOCATION: _____

ENDING LOCATION: _____

Notification for street closures: yes _____ no _____ why: _____

Parade Detail:

We estimate the total number of entries to be: _____

We estimate the entries to be broken out as follows:

_____ Floats	_____ Car units
_____ Horse units	_____ Military units
_____ Single vehicle units	_____ Marching units
_____ Other	



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EVENT NAME: _____ EVENT DATE: _____

NOTICE TO APPLICANT:

The City reserves the right to prohibit any entrant from participating in the parade for the following:

- The units in the entry may cause damage to the streets.
- The people associated with the unit are displaying signs of being under the influence of alcohol or drugs.
- The person responsible for a horse or other animal unit does not have control over the animal.
- Or any other reason as determined by City Officials.

The undersigned, its agents, servants, employees, invitees, volunteers and successors and assigns further agree to save harmless and forever indemnify the City of Liberal, its officers, agents, servants, and employees, enumerated volunteers, from any and all liabilities, damages, claims, expenses, suits, arbitrations, judgments and/or executions plus attorney’s fees and the cost of investigation for any bodily injury, personal injury, wrongful death and property damage arising out of or in any way connected to the event herein.

The undersigned, its agents, servants, employees, invitees, volunteers and successors and assigns further agree to save harmless and forever indemnify the City of Liberal, its officers, agents, servants, and employees, enumerated volunteers, from any claims made by any person for any loss, damage or injury resulting from or arising out of any acts or omissions of the undersigned or any other persons acting on behalf of the undersigned, with regard to or in connection with the event. The undersigned’s responsibility under this section shall not be limited to the required or available insurance coverage.

I HEREBY AFFIRM THE ABOVE STATEMENTS ARE TRUE AND CORRECT AND ALSO AGREE TO COMPLY WITH ORDINANCE 4597 AND OTHER APPLICABLE REGULATIONS AND LAWS THAT MAY APPLY. **THIS PERMIT WILL EXPIRE IN 60 DAYS FROM THE DATE OF APPROVAL.**

I HEREBY UNDERSTAND THAT THERE WILL BE A FINE OF UP TO \$2500.00 FOR VIOLATIONS.

PRINT NAME: _____

APPLICANTS SIGNATURE: _____ DATE: _____

PERMISSION IS HEREBY GRANTED TO HOLD THE EVENT DESCRIBED IN THIS APPLICATION. THIS PERMIT SHALL NOT BE CONSTRUED TO PERMIT ANY VIOLATION OF APPLICABLE LAWS, REGULATIONS, ORDINANCES, AND CODES.

AUTHORIZED BY: _____ DATE: _____