



City of Chickasaw, Alabama

APPLICATION FOR PERMIT FOR PARADE &/OR EVENT

ALL APPLICATIONS MUST BE SUBMITTED AND APPROVED PRIOR TO YOUR EVENT. APPLICATION MUST BE FILED WITH THE BUSINESS OFFICE NOT LESS THAN 10 DAYS; NOR MORE THAN 30 DAYS BEFORE THE PROPOSED DATE OF THE EVENT. ALL EVENTS WILL REQUIRE A PROOF OF INSURANCE.

Application Date: _____

Name of Organization: _____ Non-Profit: Yes _____ No _____

Address of Organization: _____

Primary Organizer: _____ Organizer's Date of Birth: _____

Organizer's Address: _____

Organizer's Phone Number: _____ Email: _____

Name of the Event: _____

Event Category: **(*Map Required)**

☐ Assembly ☐ Concert ☐ Parade* ☐ Other ☐ Block Party*
☐ Festival ☐ Performance ☐ Car Show ☐ Film/Photography ☐ Race/Run*

If "Other", describe: _____

Event Location: (Assembly point, route of parade/procession, disassembly point, all other pertinent information)

Permission to use event location was obtained from? (Name/phone number required)

Date(s) of the event: _____ Event operating
hours: _____

Set-up date(s): _____ Set-up times(s): _____

Tear down date(s): _____ Tear down time(s): _____

Estimated attendance total each day: _____ Estimated number of vehicles involved in this event: _____

Route to be traveled: i.e. detailed location to include street names: _____

Describe the Event:

Primary on-site Contact: _____ Cell Phone: _____

Secondary on-site Contact: _____ Cell Phone: _____

Will street(s) be closed? Yes_____ No _____ Will sidewalk(s) be closed? Yes_____ No _____

Will parking places need to be blocked? Yes_____ No _____

If “Yes”, Explain:_____

Will the event have handicap parking? Yes_____ No _____

Will the event require use of the City of Chickasaw owned barricades? Yes_____ No _____

Will any tents or canopies be used at the event? Yes_____ No _____

*If “Yes”, include location(s) on map; to include the number of tents and sizes

Do you plan on having any open flames? Yes_____ No _____

Will fireworks/pyrotechnic be part of your event? Yes_____ No _____

List the name of company phone number and address providing fireworks/pyrotechnics:

Will a City of Chickasaw Park and Recreation Department facility be utilized? Yes_____ No _____

If “Yes”, which facility will be utilized? _____

What are your provisions, if any, for security, traffic control and/or crowd control?

Are there any other special circumstances which are pertinent to this application?

Note: If parade is designed to be held by, and upon behalf of or for, any person other than the applicant, the applicant for such permit shall file with the City Clerk a communication in writing from the persons proposing to hold the parade, authorizing the applicant to apply for the permit in his behalf.

Date:_____ Signed: _____

For Official Use Only

Date Submitted to Council:_____ Action taken by Council:_____

Reason, if denied:
