

CITY OF MIDWAY

APPLICATION FOR EVENT/PARADE PERMIT

FOR CITY ADMIN USE ONLY:

PERMIT APPROVED:

PERMIT DENIED:

DATE: INITIALS:

Name of Sponsoring Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Event/Parade Chairman or Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Purpose of Event/Parade \_\_\_\_\_

For Profit \_\_\_\_\_ Not for Profit \_\_\_\_\_ Type: \_\_\_\_\_

Date Requested for Event/Parade \_\_\_\_\_

Event/Parade: Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Location of Event/Parade: \_\_\_\_\_

How many attendees expected and number of Volunteers:  
\_\_\_\_\_

What route will be traveled or used by the event/parade:  
\_\_\_\_\_  
\_\_\_\_\_

Please include map & traffic control plan

Does your organization have a Liability Insurance Policy? \_\_\_\_\_

How many booths will be in the event: \_\_\_\_\_

How many floats or units will be in the event/parade: \_\_\_\_\_

How many bands will be in the event/parade: \_\_\_\_\_

Will there be sound amplification devices used: \_\_\_\_\_

If so, what type: \_\_\_\_\_

Additional Information: \_\_\_\_\_

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Authorized Signature of Sponsoring Rep: \_\_\_\_\_

Attach additional sheets if necessary to answer/explain the requested parade/event.

**FEE SCHEDULE:**

**FOR-PROFIT – FILING FEE: \$100**

**DAMAGES/CLEAN-UP DEPOSIT (REFUNDABLE): \$250.00**

**NOT-FOR-PROFIT – (WITHIN MIDWAY) – (501-C3 OR 501-C6) FILING FEE: N/A**

**DAMAGES/CLEAN-UP DEPOSIT (REFUNDABLE): \$250.00**

**NOT-FOR-PROFIT – (OUTSIDE MIDWAY) – FILING FEE: \$50.00**

**DAMAGES/CLEAN-UP DEPOSIT (REFUNDABLE): \$250.00**

**\*\$250 DEPOSIT (HELD IN SAFE KEEPING) WILL BE REFUNDED AFTER EVENT IF NO DAMAGES OCCUR AND IF NO EXTRA CLEAN-UP IS NEEDED.**

**IF CLEAN UP EXCEEDS \$250, THERE WILL BE ADDITIONAL FEES CHARGED.**