

## CITY OF CENTRALIA PARADE/SPECIAL EVENT APPLICATION

Today's Date: \_\_\_\_\_ Date of Event: \_\_\_\_\_ Hours of Event: \_\_\_\_\_

Name of Applicant/Organization: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Contact person: \_\_\_\_\_

Other contact and phone number: \_\_\_\_\_

Type of Activity Planned:  Fun Run  Fund-raising Walk  Auction  Parade  Carnival

Show or Exhibition     Filming/Movie     Block Party     Other:

Please give the location and detail specifics of the event (a separate page may be used): \_\_\_\_\_

+ The City of Centralia requires that you obtain liability insurance in the amount of \$1,000,000 with the City named as an additional insured on the policy for your event. Please attach proof of insurance.

+ Attach copies of any brochures, posters, flyers or mailing advertising this event.

Signature & Title of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

FOR OFFICIAL USE ONLY - DO NOT WRITE BELOW THIS LINE

Parks & Recreation Dept.      Police Dept.      Community Development

APPROVAL (Please initial):  Fire Dept.  Engineering Dept.  Utilities/Streets

Other Agencies Notified:  DOT  Twin Transit  Street Cleaning Required  Yes  No

Permit denied for the following reasons:

Recommend approval with the following conditions:

Proof of Insurance provided:  Yes  No

CITY MANAGER APPROVAL (Sign and date):