

VILLAGE OF CANAL WINCHESTER

36 SOUTH HIGH STREET
CANAL WINCHESTER, OHIO 43110

PLANNING AND ZONING DEPARTMENT
PH 614.837.7501 FAX 614.837.0145

PARADE or PUBLIC ASSEMBLY PERMIT

Rev. 5/15/2007

Applicant's Name _____ Address _____ Daytime Phone _____

Organization's Name _____ Address _____ Daytime Phone _____

Date of the Parade _____

Hours of the parade/assembly (start/end) _____

Attach all required supporting materials (see page 2)

I certify that the information provided with this application is correct and accurate to the best of my ability.

Applicant's Signature _____

Date _____

Est. - 1828

DO NOT WRITE BELOW THIS LINE

Date Received: ___ / ___ / ___

Application Approved: ___ Yes ___ No

Date of Action: ___ / ___ / ___

Expiration Date: ___ / ___ / ___

Mayor

Section 311.05 (d) Parade or Public Assembly Application Requirements – Page 2

1. The name, address and telephone number of the person seeking to conduct such parade or public assembly.
2. The names, addresses and telephone numbers of the headquarters of the organization for which the parade or public assembly is to be conducted, if any, and the authorized and responsible heads of the organization.
3. The requested date of the parade or public assembly.
4. The route to be traveled, including the starting point and the termination point.
5. The approximate number of persons who, and animals and vehicles which will constitute such parade or public assembly and the type of animals and description of the vehicles.
6. The hours when such parade or public assembly will start and terminate.
7. A statement as to whether the parade or public assembly will occupy all or only a portion of the width of the streets proposed to be traversed.
8. The location by street of any assembly areas for such parade or public assembly.
9. The time at which units of the parade or public assembly will begin to assemble at any such area.
10. The intervals of space to be maintained between units of such parade or public assembly.
11. If the parade or public assembly is designed to be held by, or on behalf of, any person other than the applicant, the applicant for such permit shall file a letter from that person which the Mayor authorizing the applicant to apply for the permit on his behalf.
12. The type of public assembly including a description of activities planned during the event.
13. A description of any recording equipment, sound amplification equipment, banners, signs, or other attention-getting devices to be used in connection with the parade or public assembly.
14. The approximate number of participants (spectators are by definition not participants).
15. The approximate number of spectators.
16. A designation of any public facilities or equipment to be utilized.
17. Any additional information that the Mayor finds reasonably necessary to a fair determination as to whether a permit should be issued.