



City of Webster

Parade/Fun-Run Application

Date of application*: _____

Date of Event: _____

* Must be 45 days prior to event date

Start time of Event: ___:___ AM PM

Type of Event: Parade Fun-Run

End time of Event: ___:___ AM PM

Purpose Statement:

[Empty box for Purpose Statement]

Name: _____ Phone number #: (____) ____ - _____

Organization: _____

Applicant Address: _____ City: _____ State ____ Zip _____

EVENT INFORMATION

Name of Event: _____

Event Start Date: _____ Event End Date: _____ Day of the Week [] Mon [] Tues [] Wed [] Thur [] Fri [] Sat [] Sun

Expected Number of Participants: Pedestrians: _____ Vehicles: _____

STAGING AND CLEANUP TIMES

Staging Date: _____ Staging Time: ___:___ AM PM
Clean-up Date: _____ Clean-up Time: ___:___ AM PM

REQUIRED ATTACHMENTS:

- [] A letter describing the event
[] A Map of Event
A) Route of Event B) Staging Plan C) Drop off Points
D) Street Barricade Proposal
[] Traffic Control Plan (Sealed by an Engineer)
[] Copy of General Liability Insurance
[] Application fee of \$50.00