City of Butler
Application for
Street Use Permit for Parades & Special Events

(NOTE: If space provided on this application form is not sufficient to list required information, please attach a separate sheet(s).

1. Applicant’s Name: _____________________________
   Phone # ___________________________ Fax # __________________________
   E-mail Address: _____________________________

2. Event Sponsor or Organization: _____________________________
   Phone # ___________________________ Fax # __________________________
   E-mail Address: _____________________________

3. Primary Point of Contact (If Different from Item #1 Above)
   Name: _____________________________
   Phone # ___________________________ Fax # __________________________
   E-mail Address: _____________________________

4. Name of Event: _____________________________

5. Date of Event: ________________ Rain Date: ________________

6. Street(s) to be Used/Closed: _____________________________
   (Please Include a Map/Drawing. If the event is a recurring, annual event, the Chief of Police may agree to use data on record from the prior year.)

7. Requested Time of Street Closing: ___________ Duration (No. of Hours) ___________

8. Number of Affected Intersections: _____________________________

9. Source of Traffic Control: _____________________________
10. Do You Require City Services? __________ if yes, pleas describe.__________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
(Note: Sponsors must agree to pay 25% of costs incurred by the City of Butler. They will receive an invoice for payment within 2 weeks of the event, and payment is required within 30 of receipt of the invoice.)

11. Planned Activities: __________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

12. Will the event result in the presence of food vendors? __________

13. If this event is a parade and has drop-off locations for buses and subsequent parking/pickup of participants, please attach a copy of plan to be used.

14. The sponsor is required to have general liability insurance in the amount of one million dollars. Please attach a certificate of insurance that names the City of Butler as an additional insured.

________________________________________/ ______________________
(Signature of Person Requesting Permit) (Date)
Permit Granted____________________  Permit Denied____________________

_______________________________________  ______________________

Chief of Police, City of Butler  (Date)

The permit is granted with the following conditions:

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The permit is denied for the following reasons:

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