



# Parade Permit

PO Box 458 \* Veneta, OR 97487 \* 541-935-2191 \* 541-935-1838 \* [www.VenetaOregon.gov](http://www.VenetaOregon.gov)

ORGANIZATION: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

DATE OF PARADE:\_\_\_\_\_ START TIME:\_\_\_\_\_ ENDING TIME:\_\_\_\_\_

PURPOSE OF PARADE: \_\_\_\_\_

I/We agree to comply with all rules, regulations and special conditions governing this parade permit for the use of City of Veneta streets, parks, and/or city facilities.

**THIS PERMIT DOES NOT AUTHORIZE USE OF STATE HIGHWAYS OR NON-CITY PROPERTIES. PERMITS FROM OREGON DEPT. OF TRANSPORTATION (ODOT) AND/OR OTHER AGENCIES ARE REQUIRED IF YOUR PARADE ROUTE INCLUDES STATE OR COUNTY ROADS AND/OR HIGHWAYS.**

I/We agree to be responsible for all application clean-up, any additional charges for law enforcement personnel, and compliance with all applicable governmental and/or law enforcement rules, regulations, and approvals.

**IN ADDITION I/WE WILL PROVIDE THE CITY WITH A CERTIFICATE OF INSURANCE NAMING THE CITY AS AN ADDITIONAL INSURED.**

In the event that I/We do not comply with the City's rules, regulations and special conditions, I/We understand that the City of Veneta may immediately revoke and terminate this parade permit. (See reverse side for applicable special conditions).

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant or Authorized Agent

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Alternate Contact Person

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

## PARADE PERMIT

It appearing from the above application that the proposed parade is not to be held for any unlawful purpose and will not in any manner tend to a breach of the peace, cause damage or unreasonably interfere with the public use of the streets, or the peace and quiet of the inhabitants of this City. This permit is issued in accordance with Veneta Municipal Code 10.05.090 and is only valid for the use of City streets or facilities.

**NOW, THEREFORE,** the above-named \_\_\_\_\_, is hereby granted a permit for a parade at the time and date specified for the use of City streets, parks and facilities as shown on the attached parade permit.

DATED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City Administrator

## SPECIAL CONDITIONS FOR PARADE PERMIT

**THE PERMIT HOLDER SHALL COMPLY WITH EACH SPECIAL CONDITIONS BY INITIALING ALL CONDITIONS LISTED BELOW. FAILURE TO COMPLY WITH ANY ONE OF THE SPECIAL CONDITIONS OR REQUIREMENTS SHALL BE SUFFICIENT FOR THE CITY OF VENETA TO REVOKE OR TERMINATE THIS PARADE PERMIT.**

	SPECIAL CONDITIONS	INITIALS
1.	This permit holder shall hold the City of Veneta harmless from all liability, expense, cost or damages which may be claimed against, incurred or suffered by the City of Veneta as a result of the actions of any individual, member, officer, agent, invitee or other participant in conjunction with the parade or any detour of traffic.	
2.	Lane Fire Authority has been provided with a copy of this permit and the current parade route seven (7) days prior to the parade taking place.	
	<b>REQUIREMENTS</b>	
3.	Traffic Controls and signs shall be installed as follows: _____	
4.	Uniform sheriff's deputies or reserve deputies shall direct traffic at the following intersections: _____	
5.	Parade marshals shall be provided to direct traffic at the following intersections: _____	
6.	Describe the Parade Route (attach route)	

**SIGNATURE REQUIRED FROM THE DEPARTMENT CONDUCTING THE TRAFFIC CONTROL. SIGNATURE REPRESENTS AWARENESS OF THE EVENT AND ASSURANCE/AGREEMENT POLICE WILL BE MONITORING THE EVENT. POLICE INFORMATION AND SIGNATURE HERE.**

**PRINT NAME:** \_\_\_\_\_ **DEPARTMENT:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

**PRIOR TO ISSUING A PARADE PERMIT, THE FOLLOWING MUST BE PROVIDED:**

- Certificate of Insurance
- Approval from the Oregon Dept. of Transportation (ODOT) must be obtained for the use of Territorial Road and Highway 126. Contact ODOT at 541-726-2526 for a permit application. Permit approval can take up to four weeks.
- Approval from the Lane County Public Works Department shall be obtained for the use of County Road. Contact Lane County Public Works at 541-582-6902 for a permit application. Permit approval can take a minimum of 6 weeks.

I, \_\_\_\_\_, hereby certify that I will comply with City of Veneta ordinances pertaining to this permit. I also understand this permit is not valid without the necessary permits from the above mentioned agencies and a Certificate of Insurance.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant or Authorized Agent