



DUANE R. FISHPAW
MAYOR & DIRECTOR OF PUBLIC SERVICE AND SAFETY

PHONE: 419.289.8622
FAX: 419.289.9613
MAYOR@ASHLAND-OHIO.COM

Parade Permit Application

In order to insure the public safety and welfare, to maintain proper traffic flow, and to have a successful event, all groups or individuals desiring to use the city for parades, marches or demonstrations must obtain a parade permit.

Five days after receipt of the application, a permit will either be granted or denied. Reasons for denial include, but are not limited to the following: (1) The potential to be a threat to public safety, (2) Insufficient available personnel; (3) The parade will impede normal business and traffic flow; (4) There have been problems in other cities where the organization held parades or marches.

The City discourages dispensing items from vehicles in the parade. A fee may be assessed commensurate to the additional expenditures to the City for personnel.

Application Date: _____ Date of Event: _____ Start/End Time: _____

Name of Organization: _____

Event Name: _____

Requested Parade Route: _____

History (list all parades participated in last 3 years or last 10 parades, whichever is less.) (Use back of paper if needed.)

Responsible Person

Name: _____

Address: _____

Contact Phone: _____

Contact Email: _____



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Requested Assistance or Equipment:

- Microphone:** (P/A Location is the Corner Park, on the corner of Claremont & Main)
- Music:** If event will be playing music on P/A, the playlist or other info must be submitted to Mayor's office at least 1 week prior to event.
- City's Equipment:** Equipment must be picked up and returned 3 days before and returned within 3 days after event, unless otherwise instructed. Event coordinator will sign out instruction book and equipment
- Public Address System**

TO BE COMPLETED BY THE CITY: (Division Heads – by signing this document you agree to meet the requests of this permit application.)

Application disapproval _____ Reasons for disapproval: _____

Approval: Restrictions (if any): _____

Dave Marcelli, Chief of Police Date

Rick Anderson, Fire Chief Date

Jerry Mack, Division of Streets Date

Systems Administrator Date

Duane R. Fishpaw, Mayor Date

Upon approval of this request, a copy will be sent to the contact person, the Police Department, the Fire Department, 911 Central Dispatch (fax# 289-0207) the Street Department, and Systems Administration.

*****Please contact the Street Department (419-289-9791) to coordinate the pick up and return of the barriers to be used.**