

**CITY OF FRANKLIN**

**PARADE AND PUBLIC ASSEMBLY PERMIT APPLICATION**

**Note: For Council meeting dates, go to [www.franklinpa.gov](http://www.franklinpa.gov) or call 814-437-1485.**

**Permit applications that do not require street closures should be submitted at least two weeks in advance of meeting for assurance of being on Council's agenda. This application must be submitted 90 days in advance, if it requires street closures.**

Please fill in the following blank spaces and return to:

Franklin Events/Marketing Office  
430 - 13<sup>th</sup> Street  
Franklin, PA 16323  
Fax: 814.437.1119

Name of Event: \_\_\_\_\_  
Type of Permit Requested: \_\_\_\_\_ Parade \_\_\_\_\_ Public Assembly \_\_\_\_\_ Both  
Date of Event: \_\_\_\_\_ Rain date: \_\_\_\_\_ (if applicable)  
Time of Event: Start \_\_\_\_\_ Finish: \_\_\_\_\_

Location/Route:

Route:

Fully Closed \_\_\_\_\_ Shared Use (not closed) \_\_\_\_\_ Partially Closed \_\_\_\_\_

Public Facilities or equipment to be used:

Purpose of Parade or Public Assembly:

Activities planned during Parade or Public Assembly:

Approximate number of participants: \_\_\_\_\_ Animal/s: Type \_\_\_\_\_ # \_\_\_\_\_

Approximate number of vehicles: \_\_\_\_\_

Approximate number of spectators: \_\_\_\_\_

When submitting this request the Applicant agrees to:

1. Applicant agrees to Hold Harmless, the City of Franklin and its owners, agents and employees responsible from suits, claims, damages, personal injuries and loss or damaged property sustained during the period of set-up, execution, and tear-down of this event. Furthermore, Applicant assumes all liability for damages or injury occurring to any person or property through or in consequence of any act or omission of anyone associated with this event, and agrees to Hold Harmless, defend and indemnify the City of Franklin and its owners, agents and employees from any suits, claims, damages, personal injuries, losses, or damaged property arising from the negligence, recklessness, or intentional conduct of Applicant's owners, agents or employees.
2. Time and date restrictions for installation and removal of all banners or posters as determined by the City of Franklin or its' agent.
3. Having an event in a public park does not guarantee exclusive use of the land itself.

I, \_\_\_\_\_ do hereby certify that the information above is true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PLEASE PRINT**

Name of Applicant: \_\_\_\_\_

Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Parade Ordinance of the City of Franklin

Ordinance 2 of 1999, Section 15, states

Paragraph (a) A permittee hereunder shall comply with all permit directions and conditions and with all applicable laws and ordinances.

Paragraph (b) The parade or public assembly chairman or other person heading such activity shall carry the parade or public assembly permit upon his person during the conduct of the parade or public assembly.

\_\_\_\_\_

\_\_\_\_\_

**CITY:**

Application received by Events Coordinator \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Chief of Police or Designee                      Date                      Recommended: \_\_\_\_ Not Recommended: \_\_\_\_

\_\_\_\_\_  
Date forwarded to City Manager                      City Manager

\_\_\_\_\_  
Date approved by City Council                      Mayor

## Downtown Parks Service Request

Please place a check mark in the column marked "Service Requested" for the service(s) you are requesting of the City of Franklin for your event. The number of days and hours you require these services should be noted in the respective columns where feasible.

<u>Service</u>	<u>Charge</u>	<u>Service Requested</u>	<u>No. of Days</u>	<u>No. of Hours</u>
Application	\$10	<input checked="" type="checkbox"/>	_____	_____
Restrooms				
Mon.-Fri.	\$65	_____	_____	_____
Holiday, Sat.-Sun.	\$85	_____	_____	_____
Electric				
Bandstand	\$10/day	_____	_____	_____
Box	\$25/day	_____	_____	_____
Posting of "No Parking"				
Mon.-Fri. (Only)	\$25/day per block/ per side of each street	_____	_____	_____
Barricade Street				
Mon.-Fri.	\$25/day	_____	_____	_____
Sat.	\$25/day	_____	_____	_____
Sun.	\$30/day	_____	_____	_____
Public Safety				
Police	Prevailing rate plus 30%	_____	_____	_____
Fire	Prevailing rate plus 30%	_____	_____	_____
Other Security	Prevailing rate plus 30%	_____	_____	_____
Park containers clean-up by City after events that sell/offer food but do not bag up own trash when done.	\$150/per park/per day	_____	_____	_____
		Total Amount Due    \$		

**If a sound system is needed, applicants must secure for themselves.**