



City of Grosse Pointe Woods
 20025 Mack Plaza Drive
 Grosse Pointe Woods, Michigan 48236-2397

Telephone (313)343-2440 FAX (313)343-2785

APPLICATION FOR PERMIT TO HOLD A PARADE, PROCESSION,
 FUN RUN, GROUP WALK, MARATHON WALK, RACE OR BIKE-A-THON

INSTRUCTIONS TO APPLICANT: In accordance with Chapter 38 - Streets, Sidewalks and Other Public Places, Article V. - Parades & Processions, Division 2. - Permit of the 2007 City Code of the City of Grosse Pointe Woods, an application for a permit to hold a parade, procession, fun run, group walk, marathon walk, race or bike-a-thon shall be made on this form. All questions shall be answered and if the requested information is unavailable, an explanation shall be made as to why such information cannot be furnished. Knowingly furnishing or filing false information in an attempt to obtain a permit is a violation of the City Code. Application should be made 90 days prior to the scheduled event.

1. State the name, address and telephone number of the individual or organization making such request:

2. State the name and address of the charity, institution or organization that will benefit:

Name _____

Address _____

3. If a similar event has been held by the applicant within 12 months preceding the above date, explain as follows:

Date of event: _____

Gross amount collected: \$ _____

Amt. Of funds remitted to charity: \$ _____

4. Describe a map of the starting point, route, and ending point of the event:

5. State the date of the event, the starting time and estimated ending time of the event:

6. State the number and approximate age of the participants who will take part in the event:

IT IS HEREBY ACKNOWLEDGED THAT ANY PERMIT ISSUED BY THE CITY OF GROSSE POINTE WOODS IS CONDITIONAL UPON THE APPLICANT FULFILLING CERTAIN REQUIREMENTS PRIOR TO THE EVENT AND SHOULD THE APPLICANT FAIL OR NEGLECT TO FULFILL ANY SUCH CONDITION, THEN SUCH APPROVAL FOR THE EVENT, AS OBTAINED FROM THE CITY COUNCIL, SHALL BE AUTOMATICALLY RESCINDED.

Date: _____ Signature of Applicant: _____

Attach copy of current \$1 million dollar liability insurance certificate, with an "A" rating or better, indemnifying the City.

RETURN THE COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE.

ROUTE PERMIT TO:

Initials/Date

City Clerk Insurance certificate attached and rated () _____
 Calendar check for conflict () _____

Dir. Public Safety Approved () _____
 Disapproved () _____

City Administrator* Approved () _____
 Disapproved () _____

New Applicants Only:
 City Council Approved () _____
 Disapproved () _____ Date: _____

SUBMIT TO CITY CLERK'S OFFICE FOR PROCESSING	
Original:	City Clerk
CC:	Public Safety
	Applicant

*The approval of this permit is subject to be in compliance with the State Health Department, COVID-19 rules and restrictions in effect on the day of the event.
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