

**CITY OF INDEPENDENCE  
PARADE OR ROAD CLOSED APPLICATION PERMIT FORM**

City Code 12.12 Parades and Processions:

*No person shall organize or participate in a parade which may disrupt or interfere with traffic without obtaining a permit. A permit shall always be required of a procession of people utilizing the public right-of-way and consisting of fifteen or more persons or five or more vehicles. Others are also strongly encouraged to avoid violating any city or state laws.*

Please complete the following application and turn it into the Chief of Police at least 15 days prior to the intended date of the parade or road closure. If the parade is on a state highway, then a separate parade permit may be required by the state.

NAME OF PERSON RESPONSIBLE FOR EVENT: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_

TIME: Begin at (time): \_\_\_\_\_ Location: \_\_\_\_\_  
End at (time): \_\_\_\_\_ Location: \_\_\_\_\_

DESCRIBE PARADE ROUTE OR ROAD CLOSURE AREA: (Draw diagram on back of page if needed):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IF A PARADE: ESTIMATE THE NUMBER OF ENTRIES EXPECTED:  
1. Vehicles/floats \_\_\_\_\_  
2. Persons on foot \_\_\_\_\_  
3. Animals (specify) \_\_\_\_\_

DESCRIBE THE TYPE OF PARADE / EVENT AND THE PURPOSE:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*If the Chief of police, upon receipt of this application, determines that the parade can be conducted without endangering public safety and without seriously inconveniencing the general public, the Chief shall approve the route and issue the permit. You will be notified of this within 5 days of the receipt of this application. If denied by the Chief of Police, the applicant shall have the right to appeal the person's decision to the City Council (City Code 12.12.3).*

\_\_\_\_\_  
Applicant Signature / Date:

\_\_\_\_\_  
Chief of Police Signature / Date: