

CITY OF MUSCATINE

TITLE 3, CHAPTER 3 AND CHAPTER 4

PARADE AND PUBLIC ASSEMBLIES\* APPLICATION

|           |       |
|-----------|-------|
| License # | _____ |
| Wallet #  | _____ |
| Sticker # | _____ |
| Receipt # | _____ |
| Issued    | _____ |
| Expires   | _____ |

APPLICATION FOR USE OF ANY STREET, SIDEWALK, ROADWAY, ALLEY, PARK, PUBLIC WAY, PROPERTY OR FACILITY

1. Name and address of applicant and sponsoring organization, if any:

Sarah Walsh / 2705 Cedar St. Muscatine, IA 52761  
-MHS Student Council Sarah.walsh@mcsonline.org

2. Type of event that is planned:

2017 Homecoming Parade

3. Proposed location:

Begin at the district office at 2900 Mulberry Ave., <sup>parking lot</sup> turn left onto Mulberry, turn left onto Bonnie Dr., end at MHS

4. Date(s): Thursday, Sept. 14<sup>th</sup>, 2017 Starting Time: 6:00pm

Time the event will begin to assemble: 6:00pm

Expected length of use: 1 hr

5. Expected size of group: up to 1,000

6. Names, addresses and telephone numbers of any person or persons in charge of the proposed use at the specified location: Sarah Walsh (317)748-2502

Rachel Fallon (309)241-2664

Address: 2705 Cedar St. Muscatine, IA 52761

7. Names and addresses of any persons to be featured as entertainers or speakers:

N/A

8. List mechanical or electronic equipment to be used:

Music on float(s)

9. Number and type of any motor vehicles or other forms of transportation to be used, including bicycles, boats, carriages and golf carts: Up to 30 floats, golf carts for security

and seven convertibles

10. Number and types of animals to be used: N/A

11. A description of any sound amplification to be used: N/A

12. Proposed monitoring of the group and/or activity including the number of people who will direct traffic, set up, clean up and maintain order, if necessary: Each float will have adults in charge. 4 Administrators, Sarah Walsh, Rachel Fallon will work with officer Connerd

13. All plans for the provision of security: Work with Officer Connerd, MHS Staff

The applicant agrees to indemnify, defend and save harmless the City of Muscatine, together with its agents, officers and employees, from any and all claims, lawsuits, damages, losses and expenses, of whatever nature, which may result from or arise from the activity or event covered by the permit, including but not limited to the use of public ways, irrespective of whether said claims are frivolous or meritorious.

  
Authorized Representative

7/6/17  
Date

\* Public Assemblies require completion of this application form. See City Code Section 3-3-2(B) for the definition of a Public Assembly

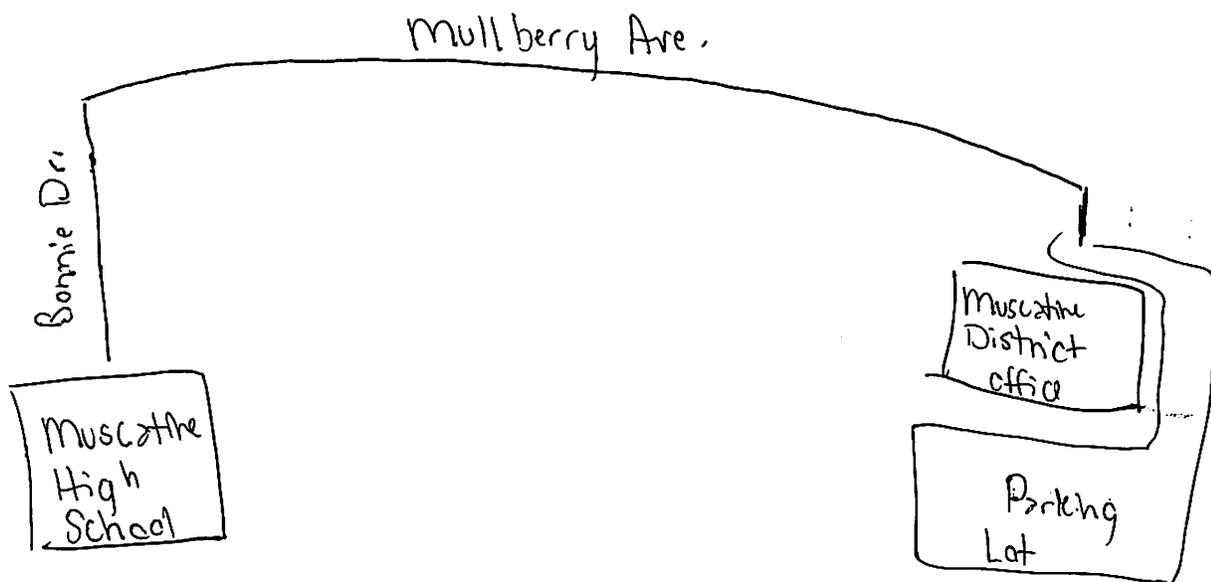
**Additional Requirement for Parades:**

- 1. Attach sketch of parade route. If parade is in the downtown area indicate whether parade route #1 or parade route #2 will be followed.
- 2. Submit \$30.00 permit fee with application (non-profit organizations exempt from fee).
- 3. Insurance certificate with the following minimum requirements must accompany application:

**General Liability:**

- \$1,000,000 Bodily Injury & Property Damage – Each Occurrence
- \$1,000,000 Personal Injury & Advertising Injury – Per Occurrence
- \$2,000,000 General Aggregate on above
- \$2,000,000 Products & Completed Operations General Aggregate

# 2017 Homecoming Parade Route



**TO BE COMPLETED BY CITY DEPARTMENTS:**

I have reviewed the attached application with the following recommendations:

Recommend  
Approval

Comments:

YES  NO

*[Signature]*  
Parks & Recreation Date

YES  NO

*[Signature]* 7-11-17  
Community Development Date

YES  NO

*[Signature]* 7/11/17  
Public Works Date

*Please Invite Randy Howell  
to pre-event mtg.*

YES  NO

*B. Taylor* 7/12/17  
Police Chief Date

\* We dont normally have  
a pre-event meeting  
for this I dont  
think.

YES  NO

*[Signature]* 7/14/17  
Fire Chief Date

**FINAL APPROVAL:**

YES  NO

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_