

## Overview

- ❑ If your event requires blocking a street or portion of a street, you must include a map showing the location of the event and the places you would like to block the street.
  
- ❑ If you intend to block a street or a portion of a street, you must complete a Neighborhood Notification Form (this notifies neighbors that the street will be blocked) and attach it to your permit application.
  
- ❑ If you plan on using amplified sound, you must submit a sound permit.
  
- ❑ You are required to have the completed permit in your possession. You will be notified when the permit has been processed and you can pick it up.
  
- ❑ If your event involves a fun run/race/walk/parade, you must include a map showing the route and locations of barricades and people monitoring intersections.
  
- ❑ Permit specifications will be included on the permit when it has been completed.

**\*Turn in permit applications at 2875 10th St.**

**For more information call 350-9600.**

# PARADE/ASSEMBLY PERMIT APPLICATION

Received (Date and Time) \_\_\_\_\_ Permit No. \_\_\_\_\_

APPLICATION FOR AND PERMIT TO CONDUCT A MEETING, ASSEMBLY OR PARADE IN OR UPON THE PUBLIC STREETS, SIDEWALKS, AND PARKS WITHIN THE CITY OF GREELEY.

## IMPORTANT

THIS APPLICATION MUST BE COMPLETED IN FULL, PROPERLY SIGNED, AND FILED IN THE OFFICE OF THE CHIEF OF POLICE THREE FULL WORKING DAYS (72 hours, exclusive of weekends and legal holidays) BEFORE THE EVENT FOR WHICH THE PERMIT IS REQUESTED (Section 13.32.020 Code of Ordinances, City of Greeley).

## APPLICATION

Name of applicant \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Name of organization \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Authorized head of organization \_\_\_\_\_

Name of event chairperson \_\_\_\_\_

Purpose of event \_\_\_\_\_

Type of event \_\_\_\_\_

Date of event \_\_\_\_\_ Hours \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m.

Location of event or starting point and route of parade (be specific) \_\_\_\_\_

Traffic Control Plan (map/drawing) of event location, and/or parade route, closures, barricades etc. must be attached

YES \_\_\_\_\_ NO \_\_\_\_\_ (if no, why not) \_\_\_\_\_

Number of persons participating (estimated) \_\_\_\_\_

Number and kinds of vehicles participating (estimated) \_\_\_\_\_

Number and kinds of animals participating (estimated) \_\_\_\_\_

Location of parade assembly area \_\_\_\_\_

Location of parade dispersal area \_\_\_\_\_

Plans for assembly and dispersal, including times \_\_\_\_\_

Will event occupy all or only a portion of the street, sidewalks, or parks? \_\_\_\_\_

If event is in a park, a permit must also be obtained from the Parks Department.

If inter-city parade, has other city issued permit? \_\_\_\_\_ If not, alternate route and dispersal area in Greeley

Name of speakers \_\_\_\_\_

Is sound amplifying equipment to be used? \_\_\_\_\_ Is permit being requested? \_\_\_\_\_

Have clean-up arrangements been made or bond posted? \_\_\_\_\_

I certify that I have read Chapter 13.32, Code of Ordinances of the City of Greeley. I agree to conduct this event in compliance with the provisions of the Laws and ordinances, and the specifications of this permit, and am aware that violation of my agreement will be grounds for immediate revocation of this permit, and may subject me and all participants to prosecution.

Applicant's signature \_\_\_\_\_ Date and time \_\_\_\_\_

---

---

PERMIT

A permit regarding the application of the reverse hereof is hereby (denied) (approved) with the following specifications:

\_\_\_\_\_  
Chief of Police

\_\_\_\_\_  
Date and time

\_\_\_\_\_  
Operations Commander

---

---

APPEAL (TO CITY MANAGER)

Appeal received (date and time) \_\_\_\_\_ by \_\_\_\_\_

---

---

APPEAL ACTION (BY CITY MANAGER)

\_\_\_\_\_  
CITY MANAGER

\_\_\_\_\_  
DATE AND TIME

THIS PERMIT MUST BE IN POSSESSION OF PERSON CONDUCTING EVENT ON LOCATION AND SHALL BE SHOWN TO ANY OFFICIAL OF THE CITY OF GREELEY UPON DEMAND.



# PERMIT APPLICATION SOUND AMPLIFYING EQUIPMENT

Chapter 9.32 Greeley Municipal Code

UNDER THE PROVISIONS OF CHAPTER 9.32, GREELEY MUNICIPAL CODE, A PERMIT TO UTILIZE SOUND AMPLIFYING EQUIPMENT AS BELOW IS GRANTED WITH THE FOLLOWING SPECIFICATIONS:

1) NO SOUND AMPLIFYING EQUIPMENT SHALL BE USED PRIOR TO 7:00 A.M. AND AFTER 10:00 P.M. OUT-OF-DOORS, OR INDOORS WITH SOUND PROJECTION OUT-OF-DOORS; 2) NO SOUND AMPLIFYING EQUIPMENT SHALL BE USED WITHIN 500 FEET OF A SESSION OF CITY COUNCIL OR A LEGALLY CONSTITUTED COURT; 3) NO SOUND AMPLIFYING EQUIPMENT SHALL BE USED AT A SOUND LEVEL WHICH CAUSES SUFFICIENT DISTURBANCE TO RESIDENTS OF THE NEIGHBORHOOD THAT THEY REQUEST POLICE ASSISTANCE IN STOPPING THE SOUND AMPLIFICATION IN PROGRESS. UPON NOTIFICATION TO APPLICANT OR HIS REPRESENTATIVE BY A POLICE OFFICER, THE SOUND LEVEL MUST BE APPRECIABLY REDUCED TO TERMINATE RECEIPT OF RESIDENT COMPLAINTS. REFUSAL TO COMPLY WITH SUCH A REQUEST WILL IMMEDIATELY VOID THIS PERMIT.

NAME OF APPLICANT: \_\_\_\_\_

ADDRESS & PHONE: \_\_\_\_\_

NAME OF ORGANIZATION: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_ STARTING TIME: \_\_\_\_\_ ENDING TIME: \_\_\_\_\_

PURPOSE OF EVENT: \_\_\_\_\_

LOCATION OF EVENT AND EQUIPMENT: \_\_\_\_\_

ROUTE OF TRAVEL (if equipment is mobile) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TYPE OF EQUIPMENT: \_\_\_\_\_

CHECK ONE OR MORE: VOICE \_\_\_\_\_ MUSIC \_\_\_\_\_ OTHER \_\_\_\_\_

APPROXIMATE NUMBER OF PARTICIPANTS: \_\_\_\_\_

PURPOSE: COMMERCIAL \_\_\_\_\_ NON-COMMERCIAL: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

APPROVED BY:

\_\_\_\_\_  
Operations Commander

\_\_\_\_\_  
Chief of Police

\_\_\_\_\_  
Date & Time