



Development Services

424 3rd Avenue West

Prince Rupert, BC, V8J 1L7

Phone: (250) 627 0950 Fax: (250) 627 2860

Email: Engineering.Requests@princerupert.ca

APPLICATION FOR A PARADE PERMIT

I, _____ of _____
(Name) (Address)

(Phone Number) (Email Address)

on behalf of _____
(Name of Organization)

Hereby make application in accordance with City of Prince Rupert Traffic Regulation Bylaw No. 2470 and amendments thereto for a permit for a parade as defined in the said Bylaw.

The nature of the parade is to be: _____

Date of parade: _____ Start Time: _____

Place of formation and commencement: _____

Route to be followed: _____

Time parade will end: _____ Location: _____

Estimated number of participants: _____

Parade participants will use: ☐ Roadways ☐ Sidewalks ☐ Both

This parade will be under the direction and control of _____
(Name of Individual)

(Address, if different than above) (Phone Number)

The applicant agrees to conform to all Bylaws of the City of Prince Rupert presently in force and to such special conditions, restrictions and regulations as contained in the attached schedule **and to such further special conditions as may be imposed by the Director of Operations and the Chief of Police**, in the conduction of the parade. The applicant further agrees to save harmless the City of Prince Rupert against all manner of actions, claims, debts, judgements, costs and expenses of any kind whatsoever which may be made against the said City in consequence of and incidental to the granting of a Parade Permit.

(Applicant's signature) (Date)

**Development Services**424 3rd Avenue West

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The attached application is approved subject to the parade being carried out in conformity with all Statutes and Bylaws in force in the City of Prince Rupert, British Columbia and the following special conditions:

SPECIAL CONDITIONS

1. Arrange with a local rental company for barricades and signs for street closure.
2. Arrange for sufficient personnel to keep order in the parade
3. Pay the City for the cost of cleaning up the street or any other costs that may be incurred as a result of the parade.
4. Notify the Fire Department, the Ambulance Service, Skeena Taxi, and Far West Bus Lines in advance about the parade.
5. Obtain approval from the Ministry of Highways and Transportation if the parade route is on McBride Street, Second Avenue West and/or Park Avenue.

APPLICANT MUST COMPLETE THE FOLLOWING:

1. Fill in page one of this form completely and attach any addition permits required.
2. Attach approval from the Ministry of Highways (if required).
3. Attach approval from R.C.M.P.
4. Attach Copy of Liability Insurance (\$2,000,000 minimum) naming the City of Prince Rupert as co-insured.
5. Submit permit(s) to the Operations Department for special conditions that may be required and will be noted below:

Office Use Only:

Director of Operations/ Designates notes:

Date: _____ Approved: _____
(Director of Operations or his/her designate)

Submit permit to the Risk Manager or his/her designate for special conditions that may be required and will be noted below.

Date: _____ Approved: _____
(Risk Manager or his/her designate)

Receipt No. _____

Cost \$10.00