



118 W. McKinley Ave. Haughton, Louisiana 71037

P.O. Box 729 TEL. (318) 949-9401 FAX (318) 949-2609

Office of Mayor Hunter Timms

PERMIT APPLICATION

PARADES, RACES, AND PUBLIC ASSEMBLIES

(No application will be accepted without proper fees attached)

Organization: _____
 (Name) (Phone)

_____ (Address) _____ (City/State/Zip)

***** If the parade, race or public assembly is designed to be held by, or on behalf of, any person other than the applicant, the applicant must provide a letter, from said individual/organization to the Chief of Police authorizing the applicant to apply for the permit on his behalf.**

PERMIT FEE: \$25.00 (Attached) *****Fee may only be waived by written approval from the Mayor.**

Type of Event (Circle One) Parade Race Public Assembly

Event Title: _____

Date of Event: _____ Start Time: _____ Finish Time: _____

Number of Participants (Estimate): _____ Number of Spectators (Estimate): _____

Location of Event: (Route to be traveled, including starting point and end point; attach map if available):

Activities Planned During Event:

Will alcohol/beer be sold or given away? Yes _____ No _____

Will food be sold or given away? Yes _____ No _____

Will banners of any type be displayed? Yes _____ No _____

Will any public facilities be utilized? Yes _____ No _____

If yes please list facilities: _____

Will any streets need to be controlled and/or closed? Yes _____ No _____

*****Barricades and traffic cones, if supplied by the Town, may result in additional fees.**

If yes, please list streets: _____



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Will any security be required? (additional fees apply) Yes _____ No _____

Describe any sound amplification equipment to be used in connection with this event:

Permit must be available during the event for viewing by any governing authority. _____ (Initials)

*** Failure to comply will result in an immediate invalidation of permit, dismissal from said event, and result in inability to request future permits for an unspecified time frame.

I acknowledge that the issuance and use of this license is contingent upon myself, my employees and/or my business complying with all applicable state and local laws and following all instructions or directives of Police and Firefighters. I also understand that I may not conduct business on private property without the written permission from the property owner. As an applicant for a permit, some of the data you are being asked to provide could be private and/or confidential about yourself, which will be used to process your permit application and enable communications with you regarding any issued permit. You may refuse to provide this information; however, should you refuse, the permit cannot be completed and a permit will not be issued. This permit is only for the event listed in this application and any vendors working this event are the sole responsibility of the Organization.

(Signature)

(Date)

Official Use Only

_____ APPROVED _____ DENIED

Signature of Chief of Police

Comments:

