CITY OF LAKEWOOD

PARADE PERMIT

Lakewood Civic Center

A parade permit allows the applicant to conduct a parade, or bike/pedestrian race on a city street.

ADDITIONAL DOCUMENTS REQUIRED WITH APPLICATION

- Map/drawing showing the area where the parade is located

FEE REQUIRED FOR INITIAL APPLICATION

- $25.00 nonrefundable application fee
- $5.00 permit fee

EXCEPTION: A civic and charitable organization or corporation is not required to pay such application fee if the activity is civic, patriotic, public or charitable. In which case, the person, partnership, association, group or organization must present a letter, appropriately signed and on official letterhead stating what the activity concerns.

APPROVAL OF PERMIT

After completion of the application, the application is routed to Traffic Engineering and the Police Department for their approval. This routing process may take up to 10 days. You will be notified by this office of approval/disapproval.

Please note: It is the responsibility of the applicant to obtain permission from Colorado Department of Transportation whenever State Highways are being used for parades and provide a copy of the Colorado Department of Transportation approval with application.

If you have any questions regarding a permit for a Parade, please call the City Clerk's Office at 303-987-7080.

CITY OF LAKEWOOD

City Clerk's Office
Lakewood Civic Center
480 S. Allison Pkwy.
Lakewood, CO 80226-3127
Phone: 303-987-7080
Fax: 303-987-7088
TDD: 303-987-7057

CITY OF LAKEWOOD
PARADE APPLICATION

Name: _____

Address: _____

Phone: _____

Is the applicant the person responsible for this activity? _____

If not, list name, address and phone number of each person in charge:

_____

_____

_____

_____

Date of the Activity _____ Time (Start to finish) _____

Location of Activity: (Describe location in detail and provide specific route map)

_____

_____

_____

_____

Describe fully what the activity will consist of, and who or what will be involved:

_____

_____

_____

_____

_____ _____

Applicant Signature Date

Rev 04/13