

**TOWN OF MILLINGTON
SPECIAL EVENTS PERMIT**

Event Date: _____ Date of Application _____

Name of Applicant/Organization: _____

Mailing Address: _____

Contact Telephone Numbers: Daytime _____ Evening _____

Description of Special Event: _____

Location of Special Event: _____

Parade

Parade Route (if part of event): _____

Number of persons/units participating in parade: _____

Parade Start Time: _____ Parade End Time: _____

Assembly Area: _____ Termination Area: _____

Time of Assembly: _____ Time of Termination: _____

Interval Between Units: _____ Maximum Parade Length: _____

Streets Effected by Route: _____

Street Closure Approvals: _____ SHA _____ County _____ Town _____

Parking Plans: _____

Parade Clean-up Procedures: _____

Event

Event location: _____

Notification made to surrounding properties (provide copy of notification): _____

Number of vendors: _____ Permission obtained for location: _____

Parking Plans: _____

Event Schematic: attach drawing of vendor, parking, and event layout

Event Clean-up Procedures: _____

Additional Notes/Comments: _____

I/We hereby agree and acknowledge that the event sponsor and the participants will comply with all applicable Maryland laws and will adhere to the conditions granted by this permit. By affixing my/our signature on this form, the sponsor and/or the individual participants agree to hold the public agencies harmless from any liability, incurred by them or to others associated with this event. Organization/Application is required to purchase liability and property damage insurance in the amounts of \$1,000,000 each.

Organization/Applicant Signature

Organization/Applicant Signature

CONDITIONS OF APPROVAL:

The event must adhere to the highways, streets, number of participants, date, and times specified.

The organization/applicant will insure the Traffic Control/Parking Plan is followed as submitted and approved.

Other Conditions/Contingencies: _____

Approved _____ Denied _____ Council Referral _____

Decision Notes: _____

Date _____ Zoning Administrator _____

