TRAFFIC ENGINEERING DEPT.
Phone: 806-378-6297
Fax: 806-378-6062
Email: trafficeventpermits@amarillo.gov

Physical Address:
Simms Building
808 S Buchanan
Amarillo, TX 79101
Mailing Address:
ATTN: Traffic
P.O. Box 1971
Amarillo, TX 79105-1971

THE FOLLOWING MUST BE FILLED OUT BY THE APPLICANT:

CITY OF AMARILLO TRAFFIC ENGINEERING

PARADE / RUN PERMIT APPLICATION

Applicant Name:_____ Phone:_____

PLEASE LEAVE A PHONE NO. IN WHICH YOU CAN BE REACHED DIRECTLY - IN CASE WE NEED ADDITIONAL INFORMATION. IF WE ARE NOT ABLE TO CONTACT YOU - WE WILL NOT BE ABLE TO PROCESS THE PERMIT.

Address:_____

City:_____ State:_____ Zip:_____ Email:_____

Co-Applicant Name:_____ Phone:_____

Purpose of parade:_____
_____

Proposed date of parade:_____ Arrival time of parade units to assembly area:_____ ☐ A.M. ☐ P.M.

Start time of parade:_____ ☐ A.M. ☐ P.M. End time of parade:_____ ☐ A.M. ☐ P.M.

Event Day of the Week: Sun Mon Tue Wed Thu Fri Sat

Use of street width: Total ☐ Partial ☐

Proposed Route:_____
_____

Proposed assembly area:_____

Proposed disbursement area:_____

List the approximate participation of the following in the parade: Persons:_____ Vehicles:_____ Animals:_____

Payment Methods

At City Hall - Accounting Dept. Room 301 (3rd Floor) cash, credit, debit or check payable to City of Amarillo

By Telephone - call 806-378-4201 for payment by credit card

☐ I agree to contact the City of Amarillo Drainage Utility Department (806-378-6913) at least 7 days before the event to discuss any potential street clean-up and fees.

☐ I agree to hire the number of police officers and police vehicles suggested by the Amarillo Police Dept. Motor's Sergeant to handle traffic control for the event. I have contacted Off Duty Management (877-636-8300) and gave the authorization to hire the officers and vehicles needed upon approval of this permit and I will make arrangements for payment.

Number of **officers** required by Police Dept.:_____   Number of **police cars** required by Police Dept.:_____

Remarks:_____
_____
_____

I certify that the above information is true and correct and that I agree to comply with all the requirements established by the City in conducting the proposed parade or run.

_____   _____
Applicant's Signature   Date

APPROVAL:

_____   _____   _____   _____
Traffic Engineer   Date   Police Department   Date