



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:**

PARADE / RUN PERMIT APPLICATION

Applicant Name: _____ Phone: _____
 Address: _____
 City: _____ State: _____ Zip: _____ Email: _____
 Co-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.

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.

Payment Methods
At Simms Bldg. - Traffic Eng. Dept. Room 242 (2nd Floor) cash, credit, debit or check payable to City of Amarillo
At City Hall - Accounting Dept. Room 301 (3rd Floor) cash, credit, debit or check payable to City of Amarillo
By Telephone - call 808-378-4201 for payment by credit card

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: _____

- 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