



TOWN OF EDENTON
P.O. Box 300
400 South Broad
Edenton, NC 27932
PHONE 252-482-2155

REQUEST FOR A PARADE

TYPE OF ACTIVITY REQUESTED: _____

DATE AND TIME OF EVENT: _____

LOCATION OR ROUTE: _____

ESTIMATED NUMBER OF PARTICIPANTS: _____

ESTIMATED NUMBER OF VEHICLES PARTICIPATING: _____

PERSON IN CHARGE OF EVENT: _____

CONTACT NUMBER FOR PERSON IN CHARGE: _____

SPECIAL SAFETY ARRANGEMENTS NEEDED FROM TOWN OF EDENTON:

IN MAKING THIS APPLICATION I CERTIFY THE FOLLOWING:

- 1) I am in charge of said event and will accompany the same.
- 2) I have been given Chapter 91 of the Town of Edenton Ordinances relating to Parades, Pickets and Group Demonstrations.
- 3) I will inform all participants of the rules and regulations pertaining to Parade, Picket Line and Group Demonstrations. I will be responsible for the observance of same by the participants.
- 4) I understand that **no throwing of candy from vehicles is allowed**. I understand that participants walking along the parade route may hand out candy but absolutely no throwing of candy is allowed. I understand that I will be responsible for informing all participants of this rule.

- 5) I am 18 years of age or older.
- 6) I understand that the Parade will be confined to one lane or traffic and the Parade or Demonstration will stay in a continuous forward movement as long as it is on the public thoroughfare. All applicable traffic laws will be strictly enforced by the Town's Police Department.
- 7) I understand that applications for a request for a parade must be turned in no later than 30 days before the event or it may not be approved.
- 8) I am responsible for making sure that Insurance Provisions for sponsors of special events is taken care of.

I. Insurance Provisions

- A. Comprehensive General Liability: Coverage shall have minimum limits of \$300,000 per occurrence, combined single limit for bodily injury liability, and property damage liability. This shall include premises and operations; independent contractors; products and completed operations and contractual liability.
- B. Business Auto Liability: Coverage shall have minimum limits of \$300,000 per occurrence, combined single limit for bodily injury liability and property damage liability. This shall include: owned vehicles, hired and non-owned vehicles and employee non-ownership.

II. Special Requirements

- A. The Town of Edenton is to be included as an additional insured on both the comprehensive general liability and business auto liability policies. *
- B. Current, valid insurance policies meeting the requirements herein identified shall be maintained during the duration of the named event. Renewal certificates shall be sent to the Town thirty days prior to any expiration date. There shall also be a thirty-day notification to the Town in the event of cancellation or modification of any stipulated insurance coverage. Certificates of insurance meeting the required insurance provisions shall be forwarded to the Town of Edenton. Wording on the certificate which states that no liability shall be imposed upon the company for failure to provide such notice is not acceptable.
- C. It shall be the responsibility of the applicant to ensure that all subcontracts comply with the same insurance requirements that he is required to meet.

* Inability to obtain special requirement A, should not preclude acceptance of contractor.

III. Hold Harmless

The Applicant agrees to protect, defend, indemnify and hold the Town of Edenton and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance hereof. The Applicant further agrees to investigate, handle, respond to, provide defense for and defend any such claims, etc., at his sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent.

Signature of Applicant

Permission is hereby granted for the _____

herein above requested, provided the participants violate no ordinance of the Town of Edenton or laws of the United States of America, or the State of North Carolina during same.

Approved By

Date

Police Department Approval Required	
Approved _____	Denied _____
Signature _____	
Notes _____	
