



**CITY OF STAR**  
P.O. Box 130  
Star, Idaho 83669  
P: 208-286-7247 F: 208-286-7569

## PARADE OR PUBLIC ASSEMBLY APPLICATION

Applicant/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time Event To Form: \_\_\_\_\_

Time Event To Begin Movement: \_\_\_\_\_

Time Event To End: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Location Event Will Assemble: \_\_\_\_\_

Location Event Will Disband: \_\_\_\_\_

Approximate Number of Participants: \_\_\_\_\_

Maximum Number of Participants Allowed: \_\_\_\_\_

List Number of marchers \_\_\_\_\_, animals \_\_\_\_\_, floats \_\_\_\_\_, automobiles \_\_\_\_\_,  
other vehicles expected to be in parade or assembly \_\_\_\_\_.

All applicants are required to submit the following:

Applicant (√)	Description	Staff (√)
	Completed and signed Parade or Assembly Application.	
	Fee.	
	Brief description and map of parade route or public assembly location.	
	Statement of history of prior parade or public assembly within Star or the State of Idaho; including the number of permits previously applied for.	
	Documented plan for controlling disorderly or violent conduct.	
	Documented plan for maintaining traffic flow.	
	Documented plan for sanitary and medical facilities.	
	Documented plan for cleanup.	
	Copy of Certificate of Insurance naming the City as additionally insured.	

Identify any requested exception from any requirement established premised upon the unique circumstances associated with the parade or public assembly for which application has been made.

APPLICANT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

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(FOR OFFICE USE ONLY)

Unless permittee is disqualified, approval of this permit certifies that the permittee is entitled to hold requested parade or public assembly at the above-designated premises, not to exceed designated date(s).

Date Application Received: _____	Accepted as Complete: _____
Fee Due: Parade - \$200.00 plus \$50.00 refundable cleaning deposit Assembly - \$300.00 plus \$50.00 refundable cleaning deposit	
Date Application Approved: _____	Date Application Denied: _____
City Clerk Signature: _____	
Deputy Review: _____ Comments: _____	