



## Parade Request Form

**\*\*Insurance is required for any event on Village of Burns Lake property.**

**\*\*All parade requests must be received two weeks before event date.**

**\*\*Please note that this request only applies to Village of Burns Lake owned roadways. A separate request must be filed to the Ministry of Transportation and Infrastructure for use of Hwy 16 or Hwy 35.**

Permit Requested by: \_\_\_\_\_ Date \_\_\_\_\_

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

Proposed Event Date: \_\_\_\_\_ Sponsoring Organization: \_\_\_\_\_

Main Contact: \_\_\_\_\_ Email: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Proposed Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ Finish Time: \_\_\_\_\_

Type of Event: Parade: \_\_\_ Demonstration: \_\_\_ Run: \_\_\_ Walkathon: \_\_\_ Other: \_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Does your organization have insurance for this event? Yes: \_\_\_\_\_ No: \_\_\_\_\_

**Location of Event:** Clearly state what part(s) of event will be conducted on sidewalks or in traffic lanes. Also, state whether parade will occupy all or a portion of streets.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Parade Route:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Have you prepared a traffic control plan for the above-described route? Yes \_\_\_\_\_ No \_\_\_\_\_

Expected Number of Participants: \_\_\_\_\_

Will your parade include the following? Bands: \_\_\_\_\_ Floats: \_\_\_\_\_ Motorized  
Units: \_\_\_\_\_ Mounted Units: \_\_\_\_\_ Pedestrian Units: \_\_\_\_\_ Animals: \_\_\_\_\_  
Others: \_\_\_\_\_

\*Horses must be diapered or must be accompanied by a manure attendant at all times.

List all Village services requested: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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