



TOWN OF THUNDERBOLT
APPLICATION FOR PARADE OR PUBLIC ASSEMBLY PERMIT
(See Town Code Chapter 6, Sec 6-11 Parades)

NAME OF ORGANIZATION/ENTITY _____

NAME OF EVENT: _____

PHYSICAL ADDRESS ORGANIZATION/ENTITY: _____

ORGANIZATION/ENTITY REPRESENTATIVE: (copy of valid state identification required)

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

EMAIL: _____ TELEPHONE(S): _____

I understand it shall be unlawful to conduct any parade or public assembly, either fixed or processional, over, upon, or burdening the public properties of the Town of Thunderbolt, Georgia, or employing facilities thereon, without first receiving a permit from the Town Administrator after application made and approved according to the requirements set out and stated below.

Public assembly means any meeting, demonstration, picket line, rally or gathering of persons for a common purpose as a result of prior planning that interferes with the normal flow of regulation of pedestrian or vehicular traffic or occupies any public area in a place open to the general public.

If the applicant is an association of persons in fact or in law, the application shall contain a description of the entity; the name of said entity, if named; the registered or recognized address of the entity; the name of the person making the application on behalf of the entity; such person's relationship to said entity; and some demonstration or recitation of the authority of the person making the application to act on behalf of the entity and the names, addresses and phone numbers of the Corporate or Executive Officers of said entity.

Where a parade or public assembly is conducted on, over, or upon, or burdening public properties, or employing the facilities thereon, which is also to substantially involve or take place partly or wholly upon private property with the consent of the owner(s) thereof, such owner(s) thereof, such owner(s) or their authorized representative(s) must join as a an applicant for any permit for such event.

The person or persons associated in fact, whether or not legally recognized entity, who wish to conduct such parade or public assembly shall apply to the Town Administrator for a permit. Together with any supplementary information as may be required this application shall be filed with the Town Administrator not less than 14 business days prior to the parade or public assembly to ensure proper processing. The permit will be issued only after approval by the concerned departments listed below including the Mayor and Council.

EVENT PLAN:

A plan must be submitted and must include the following information about the parade or public assembly event (attach extra sheet as necessary):

1. The anticipated number of persons participating on foot, number of units, number and construction of floats:

2. The date or dates: _____

3. The hours of each day the event will be conducted: _____

4. The exact location, or, if the parade or public assembly is processional or mobile, the route, the assembly area or areas and the dispersal area. If the parade or public assembly is to pass thru, use or impact the use of any Town Park or Town facility a separate application must be submitted along with this application:

5. Location of event: _____

Route: (attach map) _____

6. Whether sound amplification equipment will be employed, the hours it will be employed, and , if so, applicant must obtain permit pursuant to the Town of Thunderbolt Code, (see Town of Thunderbolt Noise Ordinance) as applicable _____

7. Whether artificial lighting will be employed: _____

8. Whether temporary static structures will be employed, and if so, a complete descriptions (including measurements) of the structure: _____

9. A description of the anticipated need for safety, police, medical, sanitation, and other required personnel and equipment, with the anticipated needed numbers and posting by location and time of personnel needed: _____

10. A description of provisions necessary to the safety and welfare of the participants in the parade or public assembly and members of the public in the area where the parade or public assembly will be conducted and routes of access thereto and there from: _____

11. A description of measures that will be taken to ensure public health and sanitation to: _____

12. Whether the parade or public assembly will require that the public spaces or facilities to be used or burdened, or the routes and means or access thereto and there from, be temporarily diverted from their dedicated or customary uses, or the public or private users thereof by diverted or excluded from, or limited in their use or enjoyment of, or their access to or through, said spaces or facilities, before, during or after the parade or public assembly: _____

13. A disclosure as to whether the applicant or entity for whom the application is being made has in the past conducted or participated in an event of a substantially similar nature to that which is the subject of the application, and, if so, where and when such prior event(s) took place, and whether as a result of such event(s) the applicant or entity became subject, whether or not then operating under the same name, as plaintiff or defendant, of any legal action, civil, criminal or administrative: _____

14. A disclosure as to whether applicant or entity for whom the application is made has defaulted upon or is in arrears as to any judgment, civil, criminal, or administrative rendered against applicant or entity, whether or not then operating under the same name, as a result of participation in any prior event(s) or a substantially similar nature to that which is the subject of the instant application, and if so, a description of said judgment or order and an explanation for non-compliance; and _____

15. An indemnification and hold harmless agreement in favor of the Town of Thunderbolt, Georgia, its elected officials, police officers, firefighters, employees, agents, or contractors, in a form satisfactory to the Town of Thunderbolt Town Attorney (attached).

PERMISSION IS HEREBY REQUESTED TO HOLD THE ABOVE PARADE OR PUBLIC ASSEMBLY OR SPECIAL EVENT IN THE TOWN OF THUNDERBOLT, GEORGIA OR ON PROPERTY OF THE TOWN OF THUNDERBOLT, GEORGIA:

APPLICANT'S SIGNATURE

PRINTED NAME OF APPLICANT

DATE SIGNED

APPLICANT'S ADDRESS CITY: _____ STATE: _____ ZIP : _____

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

The Undersigned hereby indemnifies, defends and holds harmless the Town of Thunderbolt, Georgia, its Officials, police officers, firefighters, employees, agents, contractors, successors and assigns, from and against any and all liabilities, damages, costs, expenses, causes of action, suits, demands, judgments and claims of any nature whatsoever arising from, by reason of, or in connection with illness, injury, death or damage to property which occurred, grew out of, was incident to, or was directly or indirectly caused by the Undersigned's use or occupancy of public property or facilities of the Town of Thunderbolt, Georgia. The Undersigned agrees to reimburse or make good any and all losses, damages, to person or property. The Undersigned further accepts responsibility for any and all damage to any person or property which was damaged as a result of the Undersigned's use or occupancy of public property or facilities of the Town of Thunderbolt, Georgia.

IN WITNESS WHEREOF, _____ have hereunto set _____ hand(s) and seal(s), this _____ day of _____, 20____.

Legal Signature of Undersigned (Applicant)

Sworn to and subscribed before me, this _____ day of _____, 20____.

Notary Public

My Commission Expires Date & Seal

SPECIAL EVENT FEE: \$500.00 – including additional fees (to be assessed prior and after event) for the Town of Thunderbolt assistance or services in preparation of the Special Event including all assistance or services provided by the Town of Thunderbolt during and after Special Event.

APPLICATION FEE: \$25.00 (NON-REFUNDABLE)

All checks, cash, credit card or money orders accepted, Payable to the Town of Thunderbolt,

Applicant must bring all completed applications and fees to: The Town of Thunderbolt Town Hall located at 2821 River Drive, Thunderbolt, Georgia 31404. Normal Business hours 8:00 am – 5:00 pm (excluding holidays)

NOTE: UPON REVIEW AND APPROVAL BY THE TOWN OF THUNDERBOLT APPLICABLE DEPARTMENTS, THE APPLICATION WILL BE SUBMITTED FOR FINAL APPROVAL BY THE MAYOR AND COUNCIL DURING THE TOWN COUNCIL MEETING WHERE THE APPLICANT MUST APPEAR.(APPLICANT WILL RECEIVE NOTICE OF THE DATE AND TIME TO BE PRESENT). REMINDER TO APPLICANT: THE MAYOR AND COUNCIL MEETINGS ARE HELD ON THE SECOND WEDNESDAY OF EACH MONTH AND ALL APPLICATIONS SHOULD HAVE BEEN RECEIVED AND APPROVED BY THE TOWN DEPARTMENTS PRIOR TO THE COUNCIL MEETING AGENDA DATE WHICH IS THE FRIDAY BY NOON BEFORE THE COUNCIL MEETING. (NO EXCEPTIONS WILL BE PERMITTED)

APPLICATION REVIEW OF REQUEST TO HOLD THE ABOVE EVENT IN THE TOWN OF THUNDERBOLT, GEORGIA:

THE APPROVED LOCATION/ROUTE OF THE PARADE OR PUBLIC ASSEMBLY : _____

THE EVENT IS TO CONSIST OF : _____

EXTRA DUTY OFFICERS NEEDED: YES ___ NO ___ HOW MANY? _____

DATE: _____ ARRIVAL TIME: _____AM _____ PM

BEGINNING TIME: _____ AM _____PM ENDING TIME _____AM _____PM

FOR OFFICE USE ONLY

NOTE: THE TOWN OF THUNDERBOLT POLICE DEPARTMENT, FIREFIGHTERS, PUBLIC WORKS STAFF AND EMPLOYEES WILL BE PAID THE AMOUNT AGREED UPON PRIOR TO THE EVENT, AND ARE NOT RESPONSIBLE FOR ADVISING DIRECTIONS OR PROVIDING ANY DETAILS OF THE EVENTS TO PARTICIPANTS IN RUNS, WALKS, RACES, ETC.

