

**City Of Selma  
APPLICATION FOR  
SPECIAL EVENTS PERMIT**

**Submit (60) days prior to event**

Planning Office Use Only		
Date Received:		
<input type="checkbox"/> Application Complete	Date:	<input type="checkbox"/> Harmless Agreement
<input type="checkbox"/> Application Fee Paid	\$	<input type="checkbox"/> Insurance Forms
<input type="checkbox"/> PD Inv. Fee Paid	\$	<input type="checkbox"/> Other
<input type="checkbox"/> Facilities Event		Private Property \$670 City Property \$945

**(PRINT OR TYPE ALL INFORMATION)**

CONTACT PERSON \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ City/Zip \_\_\_\_\_

Primary Email \_\_\_\_\_ Alternate Email \_\_\_\_\_

Alternate Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ City/Zip \_\_\_\_\_

SPONSOR/ORGANIZATION \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ City/Zip \_\_\_\_\_

Officer \_\_\_\_\_ Title \_\_\_\_\_

EVENT CHAIRPERSON \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ City/Zip \_\_\_\_\_

Nature and Purpose of Event \_\_\_\_\_

DATE OF EVENT \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Location Boundaries (list main streets) \_\_\_\_\_

North \_\_\_\_\_ East \_\_\_\_\_

South \_\_\_\_\_ West \_\_\_\_\_

Estimated Number of participants or attendees \_\_\_\_\_

Types of Vehicles \_\_\_\_\_

Types of Animals \_\_\_\_\_

Number of Animals \_\_\_\_\_

Types of Structures \_\_\_\_\_

Number of Structures \_\_\_\_\_

Description of Sound Amplification Equipment \_\_\_\_\_

Description of Food/beverage(s) to be sold and/or served \_\_\_\_\_

Name of Private Security \_\_\_\_\_ Telephone \_\_\_\_\_

Estimated Parking Requirements \_\_\_\_\_ Number of Spaces needed \_\_\_\_\_

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**THE FOLLOWING ADDITIONAL INFORMATION IS REQUIRED FOR PARADES, RACES, AND OTHER EVENTS ALONG A ROUTE:**

ASSEMBLY POINT \_\_\_\_\_

Boundaries North \_\_\_\_\_

Boundaries South \_\_\_\_\_

Boundaries East \_\_\_\_\_

Boundaries West \_\_\_\_\_

Time of Assembly for participants: \_\_\_\_\_ am/pm

Route to be traveled:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List of all portions of the streets to be traversed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Map included: Yes \_\_\_\_\_ No \_\_\_\_\_

Intervals of space/time to be maintained between the units \_\_\_\_\_

Number of floats \_\_\_\_\_

Size(s) of floats (width, length & height of largest float) \_\_\_\_\_

Material & size (types of cloth, etc.) for flags/banners/signs:

\_\_\_\_\_

**I, the undersigned representative, have read the rules and regulations with reference to this permit and am duly authorized to enjoy the organization(s) or person(s) listed on this application for the responsibilities listed in the Selma Municipal Code Section \_\_\_\_\_ in its entirety and as applied to the city of Selma:**

Signed \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_ CDL # : \_\_\_\_\_

**POLICE DEPARTMENT USE ONLY: APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_ REASON \_\_\_\_\_**

**NAME \_\_\_\_\_ TITLE \_\_\_\_\_**

**FIRE DEPARTMENT USE ONLY: APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_ REASON \_\_\_\_\_**

**NAME \_\_\_\_\_ TITLE \_\_\_\_\_**

**PUBLIC WORKS DEPARTMENT USE ONLY: APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_ REASON \_\_\_\_\_**

**NAME \_\_\_\_\_ TITLE \_\_\_\_\_**

**PLANNING DEPARTMENT USE ONLY: APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_ REASON \_\_\_\_\_**

**NAME \_\_\_\_\_ TITLE \_\_\_\_\_**