

PARADE PERMIT REQUEST

GENERAL INFORMATION

Allow three weeks for permit processing

Apply at least three weeks before the event to allow sufficient time to process the permit. If you have questions about the permit process, please call the Santa Clara Police Department Patrol Division at (408) 615-4750

Event held on the Santa Clara University Campus

If the event is to be held on Santa Clara University property, the property owner section must be completed and signed by the appropriate University facility manager. For any event planned on the campus, please attach to this form a map or sketch showing the specific event location on campus.

Event held at Central Park

If the event is to be held at Central Park, the property owner section must be completed and signed by the Recreation Superintendent (or designee) who is located at the Community Recreation Center at 969 Kiely Blvd.

Please remember that you must have this permit in your possession at the event.

For Police Department Use Only

Application Submitted Date: _____

Requestor Notified Date: _____

Processing Employee Initials: _____

CITY OF SANTA CLARA

Parade Permit Request

Applicant Information

Name of individual or group applying

Address

City & Zip Code

Telephone Number *

Parade Information

Name of Parade

Date of Parade

Number of Participants

Address route where Parade will be held

List any additional requests (such as hanging banners, flags, etc.). Fees may be charged for these services.

Requested time period for Parade

Starting

am - pm
(circle)

Ending

am - pm
(circle)

Number of vehicles in parade (including floats)

Number of animals, if any

Responsible Individual/Organization Information

Name of individual in charge at event (please print)

Signature of individual in charge at event

Address

City, State & Zip Code

Telephone Number *

Name of Organization Sponsoring Parade

Permit Applications should be returned by mail to the Santa Clara Police Department at the following address
City of Santa Clara
City Hall
Permits Center
1500 Warburton Avenue
Santa Clara, Ca 95050

** This permit request is a public document. If your telephone number is unlisted or if you do not want your number to be available to the public, please provide an alternate number where you can be reached.*