

The City of Dahlonega Parade and 5K Permit Application

Application Fee: None

Includes Staff review of permit application and facilitation of event with GDOT, the Lumpkin County Sheriff's Office, the City Marshal, EMS/Fire. City staff will submit all documents below to GDOT for approval of State routes.

*If documents listed below are not submitted to City Staff 14 days prior to the event there will be a \$100 late fee.

Items that must be submitted at time of application:

1. A complete Parade/5K Permit application.
2. The parade/5K route with showing detours for vehicles

Items that must be submitted at least two weeks prior to the proposed parade or 5K:

1. Overhead banner statement (City staff will provide this form to applicant)
2. Release and Waiver Form (City staff will provide this form to applicant)
3. Insurance certificate listing the City of Dahlonega as the additionally insured
4. A letter from the Lumpkin County Sheriff's Office or City Marshall stating that officers will be at the event to assist with traffic control and road closures (City staff will provide contact information for Sheriff's Office/City Marshall)

*If applicant wishes to use Hancock Park/pavilion, the Hancock Park Pavilion Rental Application must be submitted separately. This application can be found on the City of Dahlonega website.

Applicant's Information:

Name of Applicant:

Applicant's Phone Number:

Applicant's Email Address:

Applicant's Mailing Address:

Event information:

Type of event (Please circle): **Parade** **5K Run**

Organization Sponsoring the Event:

Event Date:

Event Time (including set up and clean up):

Will loudspeakers be used? Yes No

Will there be animals (horses, mules, donkeys, llamas, etc.) present? Yes No
If yes, animals must be properly diapered.

For parades: Will candy or other items be thrown from floats? Yes No
If yes, excess candy/items must be picked up from the ground after the event.

Staff Use Only:

Permit Received On:

Permit Reviewed By:

Application Recommended for: Approval Denial Council Review