

TOWN OF SMITHTOWN

PARADE/RUN/WALK APPLICATION

DATE(S) OF EVENT: \_\_\_\_\_ NAME OF ORGANIZATION: \_\_\_\_\_  
RAIN DATE(S): \_\_\_\_\_ FEDERAL EMPLOYER ID NUMBER (EIN) \_\_\_\_\_  
TIME PARADE/RUN/WALK BEGINS: \_\_\_\_\_ PERSON IN CHARGE OF EVENT: \_\_\_\_\_  
APPROXIMATE TIME EVENT ENDS: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
TYPE OF EVENT: \_\_\_\_\_ PHONE NUMBER(S): \_\_\_\_\_

1) Purpose of Parade/Run/Walk for which Permit is sought: \_\_\_\_\_

2) Please set forth detailed route with map which will be traveled (include names of all streets and directions (N, S, E & W) participants will be traveling on). List all starting and ending places. (Please attach Map).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3) Please Complete:      No. of Bands \_\_\_\_\_      No. of Floats \_\_\_\_\_  
                                    No. of Vehicles \_\_\_\_\_      No. of Marching Units \_\_\_\_\_  
                                    No. of Marchers (Approximate) \_\_\_\_\_

Dated: \_\_\_\_\_ Signature of Person in Charge: \_\_\_\_\_

**PLEASE NOTE THAT APPLICATION MUST BE MADE AT LEAST SIX (6) MONTHS BEFORE EVENT. EACH APPLICATION HAS TO GO BEFORE THE TOWN BOARD FOR TWO (2) READINGS. FOLLOWING THE SECOND READING, THE TOWN BOARD MAY AUTHORIZE THE TOWN CLERK TO ISSUE A PERMIT AT A SUBSEQUENT MEETING.**

READING DATES: \_\_\_\_\_ PERMIT AUTHORIZED: \_\_\_\_\_

Copies forwarded to:      Smithtown Department of Public Safety  
                                    Smithtown Traffic Department  
                                    Smithtown Highway Department  
                                    Smithtown Parks Department  
                                    Fourth Precinct

Applications can be mailed to:      TOWN CLERK'S OFFICE  
  TOWN OF SMITHTOWN  
  99 WEST MAIN STREET  
  P. O. BOX 646  
  SMITHTOWN, NEW YORK 11787-0646

NOTE:      ALL SIGNS OR BANNERS THAT ARE POSTED BY YOUR ORGANIZATION IN CONJUNCTION WITH THIS APPLICATION MUST BE REMOVED AT THE END OF SAID EVENT.

**HOLD HARMLESS AGREEMENT**

The \_\_\_\_\_, hereinafter "Parade/Special Event Applicant" agrees to protect, defend, indemnify, release, discharge and save harmless the **TOWN OF SMITHTOWN**, its officers, directors, employees, and agents from and against any and all losses, damages, claims, suits, liens, orders, judgments, executions, fees and expenses, arising out of or in connection with the Applicant's use of Town roads and property for its proposed parade, located in the township of Smithtown, New York on the date/s of \_\_\_\_\_, and/or including a rain date of \_\_\_\_\_, including any and all liability imposed by law and/or contract and/or custom upon the **TOWN OF SMITHTOWN** and/or its officers, directors, employees and agents. In any case, the **TOWN OF SMITHTOWN** shall have the right to demand that the Applicant shall undertake to investigate, defend and indemnify against any and all suits and claims, justified or not, provided that the claim or suit shall be against the **TOWN OF SMITHTOWN** and/or its officers, directors, employees and agents arising out of or in connection with the Applicant's use of Town roads located in the Township of Smithtown, New York, and/or any and all acts, omissions or negligence on the part of the Applicant and/or its officers, directors, employees, contractors and agents relating to the use and enjoyment of Town roads located in the Township of Smithtown, New York.

**Dated:**

**Sworn to before me this** \_\_\_ day **Applicant:** \_\_\_\_\_

**of** \_\_\_\_\_ **20** \_\_\_\_\_ **Notary:** \_\_\_\_\_