



# Borough of Marcus Hook

Police Department

John P. Ireland  
Chief of Police

## APPLICATION FOR PARADE PERMIT

Any permit issued as a result of the information provided herewith is subject to the provisions of Chapter 145 of the Code of the Borough of Marcus Hook pertaining to application for parade permit.

A person seeking issuance of a parade permit shall file an application with the Chief of Police on forms provided by such officer.

- Filing period. An application for a parade permit shall be filed with the Chief of Police not less than 30 days or more than 60 days before the date on which it is proposed to conduct the parade. There shall be paid, at the time of filing the application for a parade permit, a fee of \$25.

1. Applicant's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

2. Organization: \_\_\_\_\_  
Address of Headquarters: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Contact Name/Title: \_\_\_\_\_

3. Responsible Parade Chairman: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

\*The Responsible Parade Chairman, or other person heading or leading such activity, shall carry the parade permit on his/her person during the conduct of the parade.

4. Date of Parade: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_  
Route starting point: \_\_\_\_\_  
Termination point: \_\_\_\_\_

5. Approximate # of people in parade: \_\_\_\_\_ # of Animals: \_\_\_\_\_ # of Vehicles: \_\_\_\_\_  
Description/# of vehicles/animals: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. A statement as to whether the parade will occupy all or only a portion of the width of the streets proposed to be traversed.

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

7. The location, by streets, of any assembly areas for such parade:  
• Please include time at which units of the parade will begin to assemble at any such areas.

Time: \_\_\_\_\_ Location: \_\_\_\_\_

Time: \_\_\_\_\_ Location: \_\_\_\_\_

Time: \_\_\_\_\_ Location: \_\_\_\_\_

Time: \_\_\_\_\_ Location: \_\_\_\_\_

8. Interval of space to be maintained between units of such parade: \_\_\_\_\_

9. If the parade is designed to be held by or for another person, other than the applicant, the applicant for such permit shall provide a written statement to the Chief of Police authorizing the applicant to apply for the permit on his behalf.

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

10. Any additional information which the Chief of Police shall find reasonably necessary to a fair determination as to whether a permit should issue.

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

11. Late applications. The Chief of Police, where good cause is shown, therefore shall have the authority to consider any application hereunder which is filed less than 30 days before the date such parade is proposed to be conducted.

12. Notice of rejection of application. The Chief of Police shall act upon the application for a parade permit within 10 days after the filing thereof. If the Chief of Police disapproves the application, he shall mail to the applicant within 15 days after the date upon which the application was filed a notice of his action, stating the reasons for his denial of the permit.

13. Appeal procedure. Any person aggrieved shall have the right to appeal the denial of a parade permit to the Borough Council. The appeal shall be taken within five days after notice. The Borough Council shall act upon the appeal within five days after its receipt.

I hereby certify that the above information is true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief of Police

\_\_\_\_\_  
Date

Approved: \_\_\_\_\_  
Disapproved: \_\_\_\_\_

Amount received: \_\_\_\_\_  
Cash or Check#: \_\_\_\_\_