



Application for Parade or Assembly Permit CITY OF PRINCETON, WV

www.cityofprinceton.org | 304-487-5027
800 Bee Street, Princeton, WV 24740

Applications must be received 10 business days prior to the scheduled event.

Prior approval from the WV Division of Highways must be attached to this application if a state highway (Mercer St , Thorn St. or Stafford Dr.) is desire to be closed for the event.

Applicant Contact Details

Name

Address

Phone Number

Line 2

Email Address

City

State

Zip Code

Activity Details

Date(s)

Time Activity Will Commence

Will You Require Public Restroom Facilities

Time Activity Will End

YES

NO

Purpose of Activity

Nature of Activity - Describe in Detail (eg. picketing, public speech, debate, demonstration, etc.)

Activity Route/Location

Attach map, diagram, route, assembly area, etc.

Name of Person, Group, Organization, or Body to Be Authorized under the Permit to Do Such Act or Activity:

Person, Group, Organization, Body Address

Number of Persons to Participate

Line 2

Number of Minors Who May Participate

City State Zip Code

Age of Minors Who May Participate

Will the Act or Activity Involve Speaking?

If So, Will Amplification Equipment Be Used?

If So, Describe Amplification Equipment

Do You Anticipate the Need for Police Assistance?

If So, Explain What Type of Police Assistance Will Be Needed

How Many Officers Will Be Needed to Provide Adequate Protection?

Are You Willing To Bear the Expense of Assigning Officers to This Activity?

YES NO

Are Barricades Needed for This Activity?

Are You Willing to Bear the Expense of These Barricades?

YES NO

YES NO

The information supplied by me in this application is complete and is true to the best of my knowledge and belief. I understand that any misstatement of material facts will cause this application to be denied.

Your Signature

Date

Chief of Police Signature

Date

APPROVE

DENY

City Manager Signature

Date

APPROVE

DENY

PEDA Director Signature

Date

APPROVE

DENY

ATTACH A MAP OF THE AREA TO BE UTILIZED

City Of Princeton Parade Permit Regulations

- The parade route must be clearly defined on the Parade Permit Application form. This parade route set forth on the application form must be strictly followed. There may be no stopping of the parade procession.
- The commencement time specified in the parade permit application must be strictly followed, also.
- Any literature to be disseminated by participants shall only be to observers who knowingly and willingly request such information, and such literature shall not be littered or posted on public or private property.
- Participants shall conduct themselves in an orderly manner and are subject to comply with applicable Alcoholic Beverage Control laws set forth in the code of West Virginia.
- Participants shall not possess any weapons, knives, firearms, or other objects which could be deemed as a weapon during the parade or at any point of the assembly/dispersal.
- Participants are subject to all applicable ordinances of the City of Princeton and laws set forth in the Code of West Virginia.
- The applicant shall meet with the chief of Police (or his representative) of the City of Princeton to discuss the conditions set forth herein, at a time mutually agreeable to both parties, no later than 24 hours prior to the commencement of the parade.
- Participants will assemble at the designated parking site no less than 15 minutes or more than 45 minutes prior to the commencement time of the parade.
- Participants assembled at the designated parking site shall be eligible to participate in the parade. No other points are eligible to participate in the parade. No other points of assembly other than that set herein will be permitted.
- When the participants have traversed the designated parade route to its conclusion, the participants shall immediately disperse.
- The wearing of any mask or disguise whereby the identity of any participant is concealed is prohibited except as previous approved by the City Manager.