

# PARADE APPLICATION - CITY OF LUDINGTON

Name of Parade: \_\_\_\_\_

Date of Parade: \_\_\_\_\_ Time of Parade: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_

Contact Person Email: \_\_\_\_\_

Contact Person Phone: \_\_\_\_\_

Contact Person/Organization Address:

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

Number of Persons, Vehicles, and Animals included in the Parade:

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

Description of Parade Route to be Travelled:

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

Please contact the Department of Public Works to arrange for cones and barricades needed:

[cvanwyck@ci.ludington.mi.us](mailto:cvanwyck@ci.ludington.mi.us) - 231-843-2873

Please attach a copy of Liability Insurance:

*The City of Ludington will require \$1,000,000/\$2,000,000 liability Insurance for events held on City property, unless otherwise noted. Depending on the nature of the event, the City may require \$1,000,000/\$3,000,000 liability insurance. In addition, the City of Ludington must be named as an "Additional Insured" on the certificate. The City must have a copy of the necessary insurance certificate no later than two weeks prior to the event. For more information regarding insurance requirements, please contact Assistant City Manager Jackie Steckel: 231-845-6237.*

I, the undersigned, do swear that the foregoing information is true and that any changes in the information will be reported to the City Clerk. Also, that any federal, state, or local laws, rules, or regulations shall be complied with during the above activities.

Applicant Signature and Date: \_\_\_\_\_

City Clerk Signature and Date: \_\_\_\_\_