



# City of Fairborn

## Street Blockage Application

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In compliance with section 321 of the Codified Ordinances of the City of Fairborn, Ohio, no person shall conduct or participate in a parade or block any portion of a thoroughfare without first obtaining a permit from the City Manager. The following application must be completed for all special events, parades, block parties or other street blockages.

### Host Organization

Is the organization a not-for-profit (501C) entity?  Yes  No  
Is this an annual event?  Yes  No

### Contact

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Day Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

### Additional Contact

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Day Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### Reason for Blockage

\_\_\_\_\_

### Blockage Setup Blockage Start Time Blockage Ending Time Blockage Dismantle

Date: _____	Time: _____
Date: _____	Time: _____
Date: _____	Time: _____
Date: _____	Time: _____

### Rain Date

\_\_\_\_\_

### Blockage Location (Parades- list exact route)

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

### Description of Event (For parades include number of vehicles (type and size), animals, or marching units)

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

### Admission

Will admission be charged for this event?  Yes  No  
If yes, list cost of admission \_\_\_\_\_

**Event Category**

<input type="checkbox"/> Athletic/Recreation	<input type="checkbox"/> Carnival
<input type="checkbox"/> Concert Performance	<input type="checkbox"/> Exhibit/Miscellaneous
<input type="checkbox"/> Festival/Celebration	<input type="checkbox"/> Neighborhood Block Party
<input type="checkbox"/> Parade/Procession/March	

**Estimated Attendance** Total \_\_\_\_\_

**Estimated Participants** Total: \_\_\_\_\_

**Entertainment** Will the event feature musical entertainment?  Yes  No  
 If yes, complete the following information or provide an attachment listing all bands/performers, type of music, sound check, and performance schedules:

Number of Performers/Bands: \_\_\_\_\_

Performer/Band name and type of music: \_\_\_\_\_

Will a DJ play pre-recorded music:  Yes  No

**Applicant Verification** I certify that the event will be open to all citizens and that individuals will not be barred from participation due to race, creed, color, national origin, sex, age, sexual orientation or physical impairment.

- Person (s) conducting the special event, parade, or blocking off the street assumes in writing the obligation of paying the costs to the municipal corporation for supervising and directing such parade or blocking off the street, which may include the cost of Police or Fire personnel, Service Department personnel, or any other municipal corporation personnel. The applicant shall provide evidence of the ability to pay such costs.
- I further certify that no individual (s) will financially gain as a result of this event.
- I agree to obtain the required liability insurance, when applicable, and to secure all necessary city, county, or state permits and licenses.
- I agree to abide by all city ordinances related to noise (509.08)
- I further certify the facts contained in this application are accurate.
- **I have attached a diagram of the event set-up.**

Organization \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**For Internal Use Only**

**Application Approval**

**Permit is hereby issued upon agreement of the attached conditions:**

**Police Dept. Approval**

\_\_\_\_\_  
Police Department Authorization

Date: \_\_\_\_\_

**Fire Dept. Approval**

\_\_\_\_\_  
Fire Chief

Date: \_\_\_\_\_

**Park Approval**

\_\_\_\_\_  
Parks and Recreation Superintendent

Date: \_\_\_\_\_

**Street Dept. Approval**

\_\_\_\_\_  
Street and Equipment Superintendent

Date: \_\_\_\_\_

**Permit Issued Without  
Conditions**

\_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

**Permit Issued With  
Conditions**

\_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

**Application Rejection**

**This application is hereby rejected for the following reasons:**

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

**Applicant Acceptance**

I agree to abide by the conditions set forth by the City of Fairborn and the Fairborn Police Department.

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Date: \_\_\_\_\_