



PERMIT APPLICATION

Assembly Permit Block Party Parade

Return completed application to: City Secretary, City Hall, 101 N. College Street, Killeen, TX 76541.
For questions, please call 254-501-7717.

**IF NOT SUBMITTED AT LEAST 21 DAYS PRIOR TO EVENT, THE CITY CANNOT GUARANTEE TIMELY PROCESSING OF YOUR APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.**

Applicant Name or Organization:

If requestor is an organization please attach a letter from the organization authorizing the signer to apply on their behalf

Applicant or Organization Address:

If requestor is an organization please list names, addresses, and telephone numbers of the authorized and responsible officers

Phone:

Alternate Phone:

Email:

Event Date:

Start Time:

End Time:

Event Location:

Describe type of conduct and activities planned:
(If applicable, number of and description of animals.
Attach copy of USDA Certificate of Compliance.)

Approximate number of attendees:

Will there be sound amplification? No Yes
See attached Noise Ordinance and Application for Waiver from Noise Restrictions

If yes, what kind of sound amplification will you have:

What portion of streets/sidewalks/other property will be used?

PARADES

Description and number of vehicles in parade:

Must attach map of parade route; if parade includes horses, indicate location of staging area on map.

The time at which participants in a proposed parade or assembly will actually begin to arrive at the proposed designated staging or assembly area:

BLOCK PARTY

***You will need to obtain barricades from the City of Killeen Streets Department.
Call 616-3152 between 8:00 am and 2:00 pm, Monday-Friday (before event)***

Name of street that you are requesting to be closed:
(Attach map indicating street to be closed from point A to point B.)

Applicant **MUST** obtain a signature from every property owner on the street that will be affected by the street closing, saying that they are in agreement to the closing (Attach a second page if necessary.)

Address	Name	Signature

I understand that by applying for this permit, either for me or on behalf of others, I am responsible for leading the event in accordance with the permit (if issued) and all other applicable local ordinances and State Laws.

Printed Name of Applicant

Signature of Applicant

Date