



APPLICATION FOR PARADE/ ASSEMBLY/ EVENT PERMIT
(INCLUDING WALKS)

BOROUGH OF EAST STROUDSBURG
(30 days advance notice required)

Sponsoring Organization _____

Name of Contact Person/Chairperson: _____

Address: _____ Phone Number: _____

_____ Fax Number: _____

Event Title: _____

Proposed Date and Time(s) of Event: _____

Purpose of the Parade/Assembly/Event: _____

Anticipated No. of Participant: _____

Will Borough Staff be required for support of the event? (\$500.00 Additional Fee) _____

Proposed Location of Event (If Stationary, Attach Map):

Proposed Route, (Parade or Walk) including Location of Organizing and Disbanding Areas:
(Attach Map)

Description of event including: Organizations, bands, vehicles etc. that will participate:

I have received and read a copy of Ordinance No. 1244, stating the application procedures and requirements for holding a parade, event or assembly within the Borough of East Stroudsburg, and the conditions for issuance of a Parade, Event or Assembly Permit.

Signed By: _____

Date: _____

(FOR USE BY BOROUGH OF EAST STROUDSBURG ONLY)

Application Fee of \$65.00

Date Received: _____

Deposit Fee - based on No. of Anticipated Participants:

| No. of participants | Deposit required | Date received |
|----------------------------|-------------------------|----------------------|
| Up to 50 | \$ 65.00 | _____ |
| 51 to 250 | 194.00 | _____ |
| 251 or more | 645.00 | _____ |

Certificate on Insurance Received: Yes No Date Received: _____

Borough Staff Support Fee of \$742.00 if Required. Date Received: _____

Permit Issued: Denied: Date: _____

Penn DOT Permit Required (if use of State Highway): Yes No

Penn DOT Permit #: _____

Post-event inspection made (date): _____

Inspection By: _____

Deposit Fee Returned: Yes No

Date: _____