

# VILLAGE OF CAMBRIDGE

56 North Park Street  
Cambridge, NY 12816  
518-677-2622

## PARADE PERMIT APPLICATION

PLEASE REVIEW THE PARADE PERMIT LOCAL LAW (ATTACHED) BEFORE FILLING OUT THE BELOW REQUESTED INFORMATION.

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Name of Organization and/or Event: \_\_\_\_\_

Address of Organization: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Head(s) of Organization: \_\_\_\_\_

Parade Chairperson: \_\_\_\_\_

Phone: \_\_\_\_\_

Address of Chairperson: \_\_\_\_\_  
\_\_\_\_\_

Date or Dates of Event: \_\_\_\_\_

Time and Duration of Event: \_\_\_\_\_

Type of Event: \_\_\_\_\_

(i.e., rally, parade, blockparty)

Number of People Expected: \_\_\_\_\_

(If more than 5000 it is necessary that you contact the NYS Health Department: (518) 474-3074)

Alcoholic Beverages Present: Yes \_\_\_\_\_ No \_\_\_\_\_

Village Service Needed:  
(If overtime personnel are  
required for an event the  
Village reserves the right  
to charge the organizer  
for all related costs)

Parking Facilities for Buses: \_\_\_\_\_  
Number of Buses: \_\_\_\_\_  
Refuse Collection: \_\_\_\_\_  
Street Sweeping: \_\_\_\_\_  
Barricades: \_\_\_\_\_  
Police: \_\_\_\_\_  
Fire/Suppression: \_\_\_\_\_  
(Mandatory for Fireworks)  
Fire/EMS: \_\_\_\_\_  
Dedicated Unit(s): \_\_\_\_\_  
Non-dedicated Unit(s): \_\_\_\_\_

Description of how you intend  
to clean-up the site post-event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location or Detailed Route to Event: \_\_\_\_\_  
(All parades, marches, runs/walks  
shall submit maps of the proposed  
route) \_\_\_\_\_  
\_\_\_\_\_

Will you be using any of the  
following equipment and/or  
materials at the event? (The  
Village does not provide any  
of these supplies). If so,  
please give a brief  
description. \_\_\_\_\_  
Sound Equipment: \_\_\_\_\_  
Tables & Chairs: \_\_\_\_\_  
Lighting: \_\_\_\_\_  
Portable Restrooms: \_\_\_\_\_  
Ropes: \_\_\_\_\_  
Extension Cords: \_\_\_\_\_  
Private Security: \_\_\_\_\_  
Platforms & Stages: \_\_\_\_\_

If the Village of Cambridge requires you to obtain insurance for  
this event who will the insurance carrier be? Need certificate of  
insurance with Village as named insured,  yes  no  
Name of Company: \_\_\_\_\_

Agent's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

IN ADDITION TO THE ABOVE INFORMATION, THE APPLICANT MUST ALSO  
SUPPLY THE FOLLOWING INFORMATION:

- 1. A LETTER STATING THAT THE APPLICANT IS RESPONSIBLE FOR THE  
CLEANUP OF THE RIGHT-OF-WAY, STREET, PUBLIC PLACE OR PUBLIC  
PARK AND THAT THE APPLICANT WILL PAY ALL COSTS FOR SAID  
CLEANUP AND WILL REIMBURSE THE VILLAGE IF IT IS FOUND  
NECESSARY.