



APPLICATION FOR A PARADE PERMIT

Name of Applicant/s _____

Address _____

Phone _____ Organization _____

I/we hereby request a parade permit for _____, _____ between the hours
(Day) (Date)
of _____ and _____ on _____.
(Name/s of street/s)

I have enclosed the following information:

- A description of the parade or procession, its purpose, and the estimated number of persons expected to participate.
- A sketch showing the route of the proposed parade. The sketch will show the location of any streets that will need to be closed.
- The names and addresses of the persons responsible for the event, as well as the names of the participating organizations and the officers of the organizations.
- Statement of any support or equipment requested from the City of Newark.

Please note: Section 23-5 of the Newark City Code prohibits all parades during the following times:

- Between the hours of 07:00 a.m. and 09:30 a.m., Monday through Friday.
- Between the hours of 04:00 p.m. and 06:30 p.m., Monday through Saturday.
- Between the hours of 09:00 a.m. and 01:00 p.m., Sunday.

Signature of Applicant

**THIS FORM MUST BE RECEIVED BY THE POLICE DEPARTMENT AT
LEAST 30 DAYS PRIOR TO THE DATE OF THE PARADE.**

Newark Police Department
LT. Frederick Nelson
220 South Main Street
Newark, DE 19715-0390

302-366-7100 x. 3119
frederick.nelson@cj.state.de.us