



CITY OF AUBURN
 ADMINISTRATIVE SERVICES
 1225 LINCOLN WAY, AUBURN, CA 95603
 TEL: 530-823-4211, FAX: 530-823-4209

STREET CLOSURE/ASSEMBLY/PARADE APPLICATION & AUTHORIZATION

Today's Date: _____

Name of Applicant	Address	Phone #
Street closure/assembly/parade on: _____		
(Circle Applicable)	Event Date	(Street Closure Date and Time if Different)
Route of travel or place of assembly: _____		
Type of Units (animals, vehicles, pedestrians, etc.): _____		
Number of Units: _____ Party Responsible for Clean Up: _____		
Special Requirements: _____		
Traffic Control Needed? _____ Police Officers Needed? _____ Barricades Needed? _____		
Party Responsible for obtaining barricades: _____		
For Dismantling: _____ Roadway Signs Needed: _____ Yes _____ No		
Encroachment Permit Needed? _____ Yes _____ No If yes, party responsible for obtaining? _____		

Sketch map on back showing position of barricade and signs:

NOTE:

- Any event affecting state highways (including historic Lincoln Way) must have application submitted within 45 days of requested event date.
- All other applications are to be filed 30 days in advance.
- You may be required to pay for the hiring of any additional personnel for the safe operation of your event.
- Applicant is responsible for replacement of any traffic control devices/barricades damaged or not returned after event.

Signature of Applicant _____

The following to be completed by the Auburn Police Department

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 _____ Denied due to _____

_____ Approved _____ Approved, pending ratification of listed stipulations:

Additional Stipulations: _____

“No Parking” signs to be posted 24 hours in advance? _____ Yes _____ No

Deposit Required: \$ _____ (Make check payable to: The City of Auburn)

Signature of Applicant (if additional stipulations listed): _____ Date: _____

Return this signed authorization along with the required deposit to: Auburn Police Department
 1215 Lincoln Way, Auburn, Ca. 95603 (530)823-4237

 Ryan L. Kinnan, Chief of Police

- [] Provide Site Map Indicating Emergency Access/First Aide & Parking Areas
- [] Attach Non-Profit Papers
- [] Security Deposit (\$200.00) – Check Payable to the City of Auburn
- [] Certificate of Insurance Naming the City of Auburn, City Officers/Agents & Employees as Additional Insurance (Minimum \$500,000 Liability)
- [] Written Consent of Owners