



City of North Plains

31360 NW Commercial St. North Plains, OR 97133

Ph. 503-647-5555 Fax 503-647-2031

Email: info@northplains.org

PERMIT FOR USE OF PUBLIC RIGHT-OF-WAY FOR AN EVENT

Event Information

Type of Event: Parade Race Festival _____

Event Name: _____ Date(s): _____

Duration of Event: _____

Event Sponsor: _____

Contact Person: _____

Mailing Address: _____

Street

Apartment/Unit #

City

State

ZIP Code

Email Address: _____ Phone: () - _____

Purpose of Event: _____

Attached is the Proposed Route or Location (*please attach drawing or map*):

Signature of Applicant: _____

Liability Insurance Requirements

Before the City of North Plains can approve your use of Public Rights-of-Way for your event, you must submit to City personnel a certificate of insurance that means the City of North Plains, its elected officials, officers and employees as an additional insured. In the even such insurance is to be cancelled or altered, the insured shall give the City of North Plains notification at least ten (10) days prior to such cancellation.

Signatures for Approval

Approved	Conditions		
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Police:	_____ Date
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Public Works:	_____ Date
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Administration:	_____ Date
		: Received by	_____ Fee: \$ _____ Receipt #

City Requirements and Conditions for Approval

1. Submittal of insurance certificate naming the City of North Plains, its officials, elected and appointed, and staff employees as additional insured for this event, in the amount of \$1,000,000.
2. Coordination of the events, routes, etc. with the North Plains Police Department at (503) 647-2604.
3. Additional conditions described on attachments.