Deputy City Clerk's Office
333 S. Washington Street, PO Box 526
Redwood Falls, MN 56283
507-616-7400
Email: ckodet@ci.redwood-falls.mn.us

Application for Parade Permit

Parade Permit = $25/event

APPLICANT INFORMATION:	
Name:	
Address:	
City, State, Zip:	
Telephone:	Email:

BUSINESS/SPONSORING ORGANIZATION:	
Business/Sponsor Name:	
Address:	
City State, Zip:	
Mailing Address *(if different from above)*:	
Phone:	Alternate Number:

PARADE CHAIR PERSON:	
Name:	
Address:	
City, State, Zip:	
Telephone:	Email:

PARADE INFORMATION:
Event:
Date and Hours of Event:
Route to be Traveled (attach map of route):
Length of the Parade:
General Composition of Units:
Location of Assembly Area:

The City of Redwood Falls reserves the right to request additional information to assist in the evaluation of this application. The City Council shall have at least 14 days from and after receipt of the complete application for review prior to granting or denying issuance of a license.

I do hereby swear that the answers in this application are true and correct to the best of my knowledge. I do authorize the City of Redwood Falls, its agents and employees, to obtain information and to conduct an investigation, if necessary, into the truth of the statements set forth in this application and my qualifications for this license.

Signature of Applicant: _____ Date: _____

Print Name: _____
First Middle Last

FOR CITY USE ONLY:	
☐ Completed Application and Permit Fee received	☐ Route Map Attached to Application
☐ Route approved by Police Chief _____	☐ City Council approved Application
☐ Permit Approval Provided to Applicant	☐ Copy of Permit to Police Department
☐ Application, Supporting Documents and Permit scanned to Business License; BL Binder Index updated	

Exhibit 7-2

DATA PRACTICES ADVISORY
(Tennessen Warning – Permits and Licenses)

You are being asked to answer questions and provide information pursuant to the license and application process that is required by Minnesota State law and/or Redwood Falls City Code. The purpose and intended use of the requested data is to verify that applicants meet the requirements of the State statutes and City code provisions and, if the license or permit is approved, to verify that all required data remains current.

Some of the information you provide on this application is considered private data under the Minnesota Government Data Practices Act (the "Act"). This information will be used by the City and its agents involved in the review of this application. You are not required by State law or City Code to answer questions or provide the information requested. However, a refusal to answer questions or provide the information requested will prevent the City from processing the permit or license for which you are applying.

The following data collected, created, or maintained is classified under the Act as public data once a license has been approved (Minn. Stat. § 13.41, subd. 5):

1. Data submitted by applicants (including name, email, telephone numbers, and addresses).
2. Orders for hearing, findings of fact, conclusions of law, and specification of any final disciplinary action.
3. Entire record concerning any disciplinary proceeding.
4. License numbers and status.

The following data collected, created, or maintained is classified under the Act as private and/or confidential data (Minn. Stat.§ 13.41, subd. 2; Minn. Stat. § 13.37, subd. 1):

1. Active investigative data relating to complaints against any license.
2. The identity of complainants who have made reports concerning licenses or applicants which appear in inactive complaint data unless the complainant consents to disclosure.
3. The information related to unsubstantiated complaints when it is not maintained in anticipation of legal action.
4. Inactive investigative data relating to violations of statutes or rules.
5. Record of disciplinary proceedings, except as limited by the provisions above.
6. Trade secrets, as defined under Minnesota law.
7. Sensitive security and safety information.

The City of Redwood Falls may make any private or confidential data accessible to an appropriate person or agency if the City determines that failure to make the data accessible is likely to create a clear and present danger to public health or safety.

Certification: I have read and certify the information in this application is true and correct. I further understand that the giving of false information in this form and/or the failure to give requested information may be cause for immediate revocation of any and all licenses and/or permits issued hereunder. I understand the above information regarding my rights as a subject of government data and applicant for a license or permit from the City of Redwood Falls.

Note: Proper signature is required. If a corporation owns this establishment, an officer of the corporation must sign below; if a partnership, the managing partner; if an individual, the owner.

_____ _____

Date Signature

_____ _____

Print Title Print Name

_____

Establishment Name (DBA) or Trade Name

CITY CODE § 7.10 - PARADES.

Subd. 1. *Definition.* The term "parade" means any movement of vehicles, persons or animals, or any combination thereof, which either moves together and as a body so as to in some way impede or affect the free and unobstructed flow of vehicular or pedestrian traffic, or which moves so that some part thereof is in violation of one or more traffic laws or regulations, if the movement is without a permit hereunder.

Subd. 2. *Permit Required.* It is unlawful to sponsor or participate in a parade for which no permit has been obtained from the city, and it is also unlawful to obtain a parade permit and not conduct the same in accordance with the permit granted by the city. Application for the permit shall be made to the City Administrator at least 14 days in advance of the date on which it is to occur and shall state the sponsoring organization or individual, the route, the length, the estimated time of commencement and termination, the general composition and the application shall be executed by the individuals applying therefor or the duly authorized agent or representative of the sponsoring organization.

Subd. 3. *Investigation.* The City Administrator shall forthwith refer all applications for parades to the Chief of Police for his or her consideration which shall take no longer than seven days. If any state trunk highways are in the route, the Chief of Police shall make all necessary arrangements with the Minnesota Department of Public Safety for alternate routes or whatever may be necessary. If the Chief of Police finds that such a parade will not cause a hazard to persons or property, and will cause no great inconvenience to the public, and if he or she is able to make arrangements for necessary direction and control of traffic, he or she shall endorse his or her acceptance and return the application to the City Administrator. If the Chief of Police finds the parade described in the application to be a hazard, a substantial inconvenience, or if he or she is unable to make adequate arrangements for direction or control of traffic, he or she shall return the same to the City Administrator with his or her findings.

Subd. 4. *Council Action.*

A. The City Administrator shall refer the application and results of investigation to the Council at its next regular meeting. The Council may either:

1. Deny the permit;

2. Grant the permit; or

3. Grant the permit on condition that a date, time or route are acceptable to applicant which differ from such as stated in the application.

B. The applicant shall have three days within which to communicate his or her acceptance to the City Administrator.

Subd. 5. *Unlawful Acts.*

A. It is unlawful for any person to hamper, obstruct or impede or interfere with any parade, parade assembly or any person, animal or vehicle participating in the parade.

B. It is unlawful for any person to drive a vehicle between the vehicles or persons comprising a parade when the parade is in motion.

C. It is unlawful for any person to enter into a parade without prior authorization from the parade chairperson.
Subd. 6. *Exceptions.* This section shall not apply to:

A. Funeral processions; or

B. A governmental agency acting within the scope of its functions.