



**POLICE DEPARTMENT
CITY OF NEWARK**

220 South Main Street · Newark, Delaware 19711
302.366.7100 · Fax 302.366.7115 · www.newarkde.gov

APPLICATION FOR A PARADE PERMIT

Name of Applicant/s: _____

Address: _____

Phone: _____ Organization: _____

I/We hereby request a parade permit for _____, _____ between the hours

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 officer 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 7:00 a.m. and 9:30 a.m., Monday through Friday.
- Between the hours of 4:00 p.m. and 6:30 p.m., Monday through Saturday.
- Between the hours of 9:00 a.m. and 1:00 p.m., Sunday.

Signature of Applicant

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

RETURN FORM TO:

Special Enforcement Division Commander
Newark Police Department
220 South Main Street
Newark, DE 19711
Phone: (302) 366-7100 option 7 then option 2
Fax: (302) 366-7115
policeforms@newark.de.us