



**City of Sonoma  
No. 1 The Plaza  
Sonoma CA 95476**



**PERMIT APPLICATION  
FOR USE OF CITY STREETS**

**Application Fee: \$373.00**  
(Encro 100 30203)

*Note: Events utilizing any portion of Highway 12 must also obtain permission from Caltrans, District 4, 111 Grand Avenue, Oakland 94612, (510) 286-4404.*

Name of Applicant: \_\_\_\_\_

Name of Sponsoring Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Numbers: Day: \_\_\_\_\_ Night: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Type of Event – Mark Appropriate Box

Run or Walk

Rally or Assembly

Parade

Other \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_

Street Closure(s) Requested:

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_ from \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_ from \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_ from \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

Complete Description of Event. Using additional sheets if necessary, describe the number of participants; duration of the event; the number, type, size and material of all entries including any floats or banners; the number and type of animals and a plan for cleaning up after them; any seating being provided; and Judges Tables. Attach a map of the route to be used and indicating the location of the staging area, announcer's stand, barricade placement, vendors, banners, signs and booths, etc.:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Daily Attendance: \_\_\_\_\_

If a Sound Amplification is be used, describe the type, location, purpose and hours of use: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**General Conditions of Approval:**

Applicant is responsible for obtaining permission from Caltrans for use of any portion of Highway 12. All facilities placed upon a City street are subject to continuing safety approval and inspection by the appropriate City departments. A clear path of a minimum width of 20 feet through the length of the portion of roadway being used must be maintained for emergency vehicle access. Obstructions shall not be placed along the curb or the roadway within 10 feet of any fire hydrant. All facilities used for the event shall be removed from City streets immediately after the close of the event. All costs for barricading, traffic control, street sweeping and clean up shall be borne by the applicant. Applicant will be required to submit a deposit equal to the amount estimated by the City for services performed by City personnel in relation to the event. The deposit is due no later than two weeks before the first day of the event. If actual costs exceed the amount of the deposit, applicant will be required to pay the difference. If actual costs are less than the deposit, the excess will be returned to applicant or applied to any other fees or charges owed to the City. Applicant must provide a certificate of insurance and a policy endorsement naming the City of Sonoma as additional insured as described in the City of Sonoma Facility Use Insurance Requirements.

\* \* \* \* \*

**I do hereby acknowledge and affirm that all information contained herein is accurate to the best of my knowledge and agree to assume full responsibility and liability for and indemnify, and suits for or by reason of injury to any person or damages to any property of the parties hereto or of the third persons for any and all cause or causes whatsoever on in any way connected with the holding of said event or any act or omission or thing in any manner related to said event and its operation irrespective of negligence, actual or claimed, upon the part of the City, its agents or employees.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

For City Use Only	
POLICE DEPARTMENT RECOMMENDATION: <input type="checkbox"/> Approve <input type="checkbox"/> Deny	
Amount of Deposit Required _____	
COMMENTS:	
_____ Authorized Signature	_____ Date
PUBLIC WORKS DEPARTMENT RECOMMENDATION: <input type="checkbox"/> Approve <input type="checkbox"/> Deny	
Amount of Deposit Required _____	
COMMENTS:	
_____ Authorized Signature	_____ Date
Date Approved by CSEC _____	
Date Approved by City Council _____	