



City of Marietta  
205 Lawrence Street  
Marietta, GA 30060  
770-794-5300

Application for permit  
Please print or type

\_\_\_\_\_  
Date of Application

I. Organization/Group Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone# \_\_\_\_\_ FAX# \_\_\_\_\_  
Email \_\_\_\_\_

II. Purpose of Permit \_\_\_\_\_  
\_\_\_\_\_

III. Date of Activity \_\_\_\_\_ Starting Time \_\_\_\_\_ Finishing Time \_\_\_\_\_  
Number of Participants (approx) \_\_\_\_\_ Number of Vehicles \_\_\_\_\_

IV. All parades, marches, demonstrations must attach a copy of the proposed route and activity. They also need to provide the exact name and a 24 hour phone number of the event coordinator.  
Event Coordinator: \_\_\_\_\_ Phone number \_\_\_\_\_

V. Route and Activity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VI. Applicants Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone# \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

VII. Applicant Certification:

I hereby agree to release, indemnify and hold harmless the City of Marietta for and from any liability for personal injury or property damage sustain by any person in connection with any activities for which this permit is issued. As the undersigned, I will ensure that the parameters and/or restrictions set forth in this permit application are strictly adhered to and organizers and participants have knowledge of its content. **I also understand that the permit fees of \$2,500 for (5K) and \$3,500 (10K) will be assessed for all road races and walks, unless arrangements to pay personnel directly have been made. All fees must be paid thirty (30) calendar days prior to the event. The applicant must also provide a copy of a state issued identification card. There is a non-refundable application fee of \$500.00 that must be submitted with the permit application. If the permit application is denied the \$500.00 fee will be refunded.**

\*\*\* Route will be assigned by Police Department upon approval of application. If you have not heard from Police contact three weeks prior to your event please contact Sergeant Ben Mixon at [bmixon@marietta.gov](mailto:bmixon@marietta.gov).

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Approve \_\_\_\_\_ Modification \_\_\_\_\_ Deny \_\_\_\_\_

Police Department Comments \_\_\_\_\_

See Attachments \_\_\_\_\_

Police Department Date

\*\*\*\*\*

**PERMIT**

VIII. The application for Permit as outlined in the application section is hereby granted for the stated purpose at the listed location and date.

\_\_\_\_\_  
City Manager Date

Denied for the following reasons: \_\_\_\_\_

\_\_\_\_\_  
City Manager Date

Notice to permit holder: This permit, any limitations, attachments, or instructions must be kept with the person in charge and on the premises where the event is to be held.

**The mere filing of the permit application does not mean that the date requested is secured. It is strongly recommended that any event should not be published or advertised until final approval is received.**