



City of Laredo Vehicle Parade Application & Event Plan

Pursuant to Section 12 of the City of Laredo's Amended Emergency Ordinance, dated October 19, 2020, all Vehicle Parades anticipated to gather more than 100 vehicles, or whose procession requires right-of-way and exemption of traffic laws, must have a Designated Host who is responsible for ensuring compliance with the requirements of the Order and who must submit an Event Plan.

Submit form at least three (3) business days in advance of the event to grodman@ci.laredo.tx.us. For any questions contact Joe Baeza at (956) 285-0579 or Emmanuel Diaz at (956) 701-0665.

Unless waived by the City Manager for a valid municipal public purpose, the Designated Host must, at its own cost, arrange for and provide security sufficient to ensure compliance with this Order and to address any traffic safety issues. The Designated Host may arrange for a local law enforcement agency with primary jurisdiction of the event to provide security and pay the associated costs established by said law enforcement agency.

The Designated Host of the Vehicle Parade is responsible to ensure that: (1) all participants of the event wear facial coverings when riding with others outside their immediate family; (2) all participants practice social distancing behaviors during all portions of the event; (3) all participants refrain from congregating outside of vehicles or along the parade route; and (4) all participating drivers are licensed with current liability insurance coverage.

I. Designated Host

Name _____
Address: _____
Phone Number: _____
Email Address: _____

II. Event Plan

Event Date: _____
Vehicle Parade Start Time: _____
Number of Vehicles Participating: _____
Location Vehicles will Assemble: _____
Location Vehicle Parade Ends: _____
Estimated End Time: _____
Type of Security: _____

III. Parade Route

Describe the established parade route, traffic flow plan for how vehicles enter and exit the event, type of security, and number of officers to be used: _____

A VEHICLE PARADE ROUTE MAP MUST BE ATTACHED TO THIS APPLICATION

Additional Information, Terms, & Conditions:

- Designated Host understands that this permit does not supersede those issued by other departments, that additional permits may be required for this event, and that nothing herein shall prevent the City from revoking a permit granted or from modifying the conditions of approval, with or without prior notice.
- Designated Host acknowledges that applications shall be processed in the order they are received, and that the City reserves the right to deny or limit the number of vehicle parades on any particular date or time, as it deems necessary in the interest of public safety.
- Designated Host further understands and agrees that the City, its officers, officials, agents, contractors, and employees are not liable for any and all claims, damages, losses, and expenses (including, but not limited to, attorney’s fees), which in any manner may arise or be alleged to have arisen or resulted from the presence, activities, events and omissions of any nature of the Designated Host, participants, volunteers, employees, their respective guests and invitees, and any other attendees of the Event, whether invited or uninvited, in connection with the Event

I understand that this is an official governmental document, and that by signing my name below, I hereby declare that the above information provided is correct and true, and agree to take full responsibility to monitor and ensure that all requirements and safety protocols required for this event will at all times be strictly adhered to.

Printed Name of Designated Host	Title
Signature	Date

City Office Use Only

Date Received _____

TRAFFIC DEPARTMENT

Approved: _____ Denied: _____

Reviewed By: _____ Date: _____

Comments: _____

LAREDO POLICE DEPARTMENT

Approved: _____ Denied: _____

Reviewed By: _____ Date: _____

Comments: _____