

An Accredited Law Enforcement Agency

January 2010

Office of  
**LEO V. SOKOLOSKI**  
Chief of Police

Dear Bloomsburg Parade Permit Applicant:

Each year the town is host to many events and activities that occur on the town's public streets. From early spring through late fall, there are many walks and runs that require coordination of Police, Fire, EMS, EMA, Fire Police, Public Works and many times Penn Dot.

These events required the host of the event complete a **Parade Permit** (Ordinance 797) application at least 30 days prior to the event. I approve the application after a careful review of many public safety issues. With each application, you **must**:

1. Submit valid proof of liability insurance listing the town as an addition insured, minimum of \$1,000,000.
2. Highlight on the provided map the route your walk/run will utilize.
3. If your walk/run collects a fee and requires a release or waiver, include in the release a hold harmless waiver waiving the Town of Bloomsburg and its employees. (a copy of the waiver should accompany the application)
4. Submit a letter on behalf of the host organization indicating your request, date, time and location "agreeing to fully indemnify and save harmless the Town of Bloomsburg and all employees and assuming all liability for damages or injuries that occur to any persons or property through or in consequences of any act or omission of anyone associated with the event."

Once the permit is approved, you will be notified, failure to obtain and submit the application 30 days prior to an event or to submit any of the above documents are reasons the permit may not be approved.

It is your responsibility to contact the following town departments to assist you and your event be a safe and successful event:

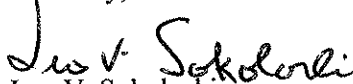
1. Bloomsburg Police (570) 784-6779
2. Public Works (570) 784-2300
3. Bloomsburg Fire Police (570) 394-2528
4. Bloomsburg Fire Department (570) 784-1951

Please remember, fire police donate their time, if you are able to make a donation to the Bloomsburg Fire Police, they utilize these dollars for necessary safety equipment.

If your event utilized the Bloomsburg Hospital parking lot located off of Lightstreet Road, consider using E. 2<sup>nd</sup> Street to begin your event. This eliminates a detour from a state route.

Should you have any questions, please contact me. I want your event to be a safe event.

Sincerely,

  
Leo V. Sokoloski  
Chief of Police

*Pennsylvania's only Incorporated Town*

**Town of Bloomsburg  
Parade Permit Application**

Pursuant to Ordinance No. 797  
Adopted by Bloomsburg Town Council - May 12, 1997

A "Parade" shall include all parades, processions, and street assemblages or meetings that entail occupying, marching or assembling upon any public street, public parking lot, or sidewalk.

**\*A CERTIFICATE OF INSURANCE LISTING THE TOWN OF BLOOMSBURG AS AN ADDITIONAL INSURED WITH ONE MILLION DOLLAR PER OCCURRENCE MINIMUM COVERAGE IS REQUIRED WITH THIS APPLICATION**

Date of Event: \_\_\_\_\_ Time of Event: \_\_\_\_\_  
(Include Start & Finish Times)

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

Route/Location of Event: \_\_\_\_\_  
\_\_\_\_\_

(Describe using street names, cross-street designations, and directional route. ie: Main Street from West Market to intersection of East Street and Lightstreet Road, traveling West to East)

Will You Require Fire Police? \_\_\_\_\_ (If so, please read back of application)  
(Usually needed if traffic needs to be re-routed, street closed or group crosses major intersections)

It is the responsibility of the applicant to contact the following departments within the Town of Bloomsburg at least 30 days in advance of the event: Bloomsburg Police Department (570) 784-6779, Public Works Department (570) 784-2300, Bloomsburg Fire Police (570) 394-2528 and Bloomsburg Fire Department (570) 784-1951. Additionally, all events that require an application to participate (such as a run/race or walk) shall include a waiver and release waiving and releasing the Town of Bloomsburg and its employees from liability. Due to the large number of requests annually, the Town of Bloomsburg assumes no responsibility for the inability to provide sufficient traffic control at intersections for races, walks and other events that utilize public roadways.

Name, Address & Telephone Number of Contact Person(s):

\_\_\_\_\_  
(Please Print Name) Organization: \_\_\_\_\_

\_\_\_\_\_  
(Please Print Name) Organization: \_\_\_\_\_

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

I understand the proposed parade must comply with all Pennsylvania Commonwealth Laws and Town Ordinances.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

<b>AUTHORIZATION TO HOLD PARADE AS DETAILED IN THIS APPLICATION:</b>	
_____ Chief of Police	_____ Mayor
_____ Date	_____ Date
<b>Insurance</b> <input type="checkbox"/>	<b>Fire Police</b> <input type="checkbox"/>

Dear Permit Applicant:

The ability to host your event in Bloomsburg hinges on an important group of people, the Bloomsburg Fire Police. Fire police personnel are volunteers; they are not paid. They provide an invaluable service to keep your event safe. The dedicated group of men and women deserve our gratitude for the many hours they assist in traffic control at all hours of the day and night and through all types of weather.

In the last year we have seen an increase in requests for fire police assistance, where fire police are utilized each and every weekend. Many times the fire police are directing traffic for all day events. If it were not for these volunteers, your event would not be able to occur.

When asking to host an event which include parades, processions, street assemblages or meetings that entail occupying, marching or assembling upon any public street, public parking lot, or sidewalk that will require streets to be blocked and traffic rerouted, we would ask you to consider a monetary donation to the Bloomsburg Fire Police. All donations will be used to offset costs for uniforms, portable radios, flashlights, etc. Please make your check payable to the Bloomsburg Fire Police along with your application. All donations are tax deductible.

Should you have any questions, please contact Chief of Police, Leo V. Sokoloski at (570) 784-4155, ext. 168.

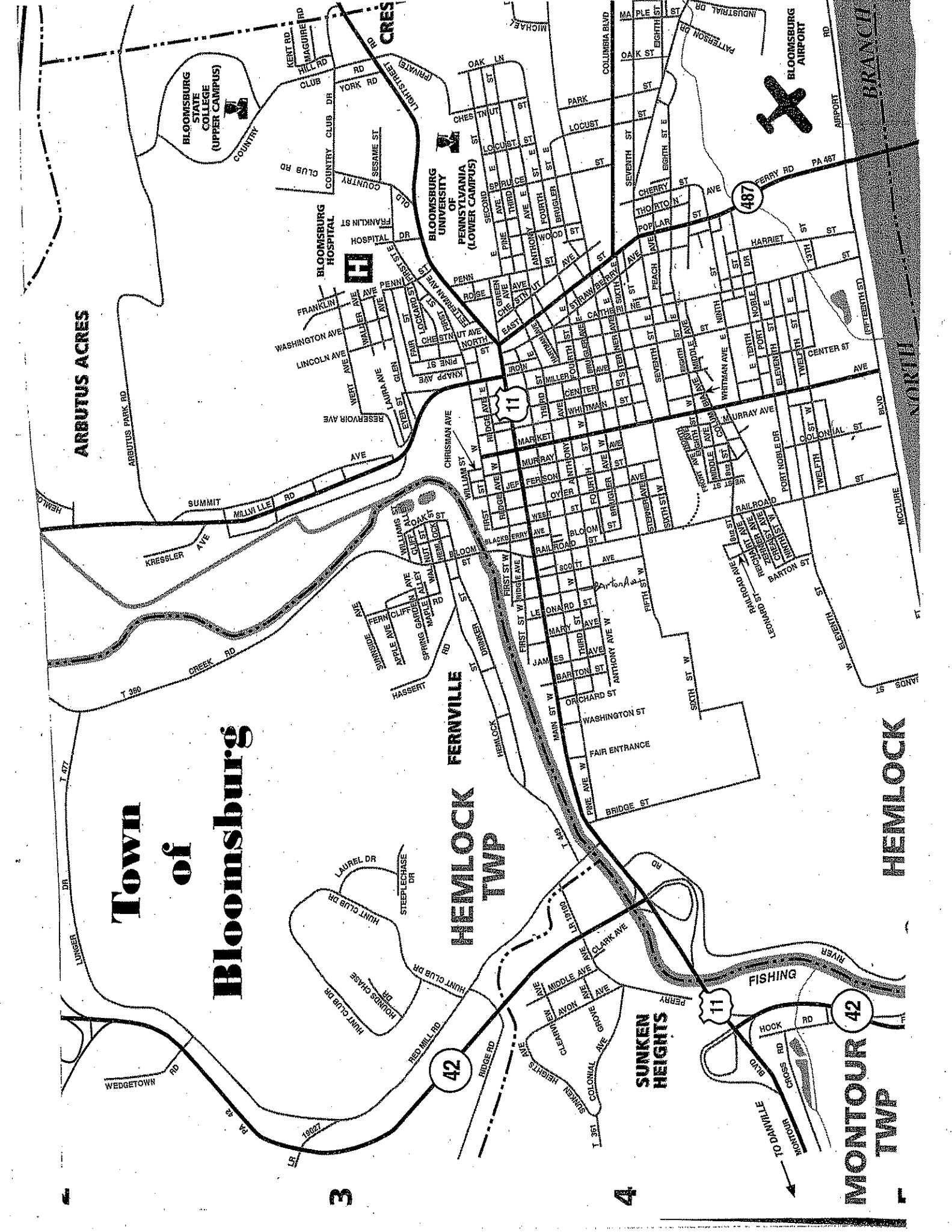
Thank you for your consideration!

# Town of Bloomsburg

## HEMLOCK TWP

## HEMLOCK

## MONTOUR TWP



BLOOMSBURG STATE COLLEGE (UPPER CAMPUS)

BLOOMSBURG UNIVERSITY OF PENNSYLVANIA (LOWER CAMPUS)

BLOOMSBURG HOSPITAL



BLOOMSBURG AIRPORT

ARBUS ACRES

FERNVILLE

SUNKEN HEIGHTS

MONTOUR TWP

HEMLOCK

BRANCH

NORTH

3

4