

**PARADE/MOTORCADE
LIST OF ITEMS NEEDED FOR INTERGOVERNMENTAL
CHARTER TOWNSHIP OF FLINT**

- 1. SUBMIT: APPLICATION AND PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN WITHIN THE RIGHT-OF-WAY; OR TO CLOSE A COUNTY ROAD (SEE 'PARADE / MOTORCADE PERMIT APPLICATION' LINK ON FLINT TOWNSHIP'S WEBSITE).**
- 2. LETTER FROM PRESIDENT/DIRECTOR OF ORGANIZATION EXPLAINING IN DETAIL THE PURPOSE OF PARADE/MOTORCADE AND THE ROUTE TO BE TAKEN**
- 3. COPY OF LIABILITY INSURANCE (SEE APPLICATION FOR AMOUNTS)**
- 4. LETTER OF APPROVAL FROM THE CITY OF FLINT**
- 5. DRAWING OF ROUTE TO BE TAKEN**
- 6. HOLD HARMLESS AGREEMENT**
- 7. COPY OF ORGANIZATION'S BY-LAWS AND PROOF OF NON-PROFIT STATUS**
- 8. CONTACT AND MAKE ARRANGEMENTS WITH CITY OF FLINT POLICE DEPARTMENT AND FLINT TOWNSHIP POLICE DEPARTMENT.**
- 9. ALL ITEMS MUST BE RETURNED TO THE CLERK'S OFFICE AT LEAST SIX (6) WEEKS PRIOR TO THE DATE OF THE EVENT**