



CLEVELAND HEIGHTS

PERMIT FOR RACES, WALKATHONS & BIKATHONS

Name and title of authorized officer

Name of organization, association, etc.

Address

Phone: business / residence / or mobile

Date of event

from: _____ to: _____
Starting time / Estimated finishing time

Approximate # of participants

Event route (attach map)

Publicity arrangements

The following are administrative procedures for all races, walkathons, bikathons, etc.

1. Applications are to be filed with the Mayor's Office 90 days prior to the event. Applications are to be prepared by the sponsors of the event.
2. The application is to include the date, time and route of the participants. Whenever possible, the number of participants and publicity arrangements should be noted.
3. Community Relations staff will notify and solicit comments from institutions along the proposed route.
4. The application will be reviewed by the Director of Parks and Recreation, the Public Works Director, the City Administrator and the Police Department prior to finalization by the Mayor.

In consideration of the granting of this permit, the applicant agrees to conform to all of the above procedures.

Signature of authorized officer

Date

Kelly Ledbetter, Director of Parks and Recreation

Collette Clinkscale, Director of Public Works

City Administrator

Christopher Britton, Chief of Police

Community Relations

James Harry, Interim Fire Chief

Kahlil Seren, Mayor