

## Does your event require a Revocable Permit, or a Parade/Assembly Permit?

The City of Greeley has established an additional permit process. In order to determine what type of permit you may need, here are some guidelines to assist you.

### **You will need a Revocable Permit if you meet one or more of the following conditions:**

1. Your event is proposed to take place on City Streets.
2. Your event is proposed to take place on any City Plaza.
3. Your event is proposed to take place on any other City-owned rights-of-way, other than parks.

Events proposed to take place in a City park must be arranged through the Culture, Parks and Recreation Department at [www.greeleygov.com](http://www.greeleygov.com), Activities Page, or by visiting the front desk of the Downtown Recreation Center, 651 10<sup>th</sup> Avenue.

Revocable Event Permit applications must be filed with the Greeley City Clerk's Office ***no later than 30 days from the date of the proposed event.*** In the best interests of the applicant, the event, and the City, applications filed less than 30 days from the date of the event ***cannot*** be accepted, and all applications ***must*** include all applicable attachments listed on this Revocable Event Permit Application Checklist. Incomplete applications ***will not*** be accepted.

If you do not meet any of the above criteria for your event, then you can apply for a parade/assembly permit through the police department.

If you are not sure what type of permit is needed for your event, please contact the Greeley City Clerk's Office at 970-350-9743, or the Police Department at 970-351-5359.