

City of Portage  
Street Use Permit Application

Street Use Permits: Chapter 66, Article V, Division 4

Application Date: \_\_\_\_\_ (Must be received 15 days prior to the event)

Application Fee: \$25.00    Receipt No. \_\_\_\_\_

Name or Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_      Email: \_\_\_\_\_

Event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Event: \_\_\_\_\_

Hours of Event: \_\_\_\_\_

Name of Street to Be Closed: \_\_\_\_\_

    From (Street Name): \_\_\_\_\_

    To (Street Name): \_\_\_\_\_

**Services Requested (i.e., barricades, trash containers)** *Note: If this event requires any city services, you must also complete a Special Event Permit Application and submit it to the City at least 45 days prior to the event.*

\_\_\_\_\_  
\_\_\_\_\_

**Certificate of Insurance** (attach to form):

Amount of Coverage \_\_\_\_\_ Insurance Company \_\_\_\_\_

*The undersigned agrees to release, defend and hold the City of Portage and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the city on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For Office Use Only		Reason for Denial
Chief of Police	<input type="checkbox"/> Approval <input type="checkbox"/> Denial	
City Clerk	<input type="checkbox"/> Approval <input type="checkbox"/> Denial	
Public Works	<input type="checkbox"/> Approval <input type="checkbox"/> Denial	