



GRIMES COUNTY  
RIGHT OF WAY PARADE  
PERMIT APPLICATION

DATE \_\_\_\_\_

**Application Submittal Requirements:**

1. Completed "RIGHT OF WAY PARADE PERMIT APPLICATION" form.
2. PERMIT APPLICATION FEE (\$100.00 non-refundable). Make check payable to "Grimes County".
3. CERTIFICATE OF LIABILITY INSURANCE in the amount of \$1,000,000.
4. Signed "GRIMES COUNTY, TEXAS INDEMNITY AGREEMENT & WAIVER OF LIABILITY."
5. MAP OF THE PARADE ROUTE AND ROUTE DESCRIPTION. Specific requirements include:
  - (A) Map must clearly indicate the proposed parade route, its starting and ending points, the names of the roads the route takes place on and other key route features.
  - (B) Include a simple description of the parade route with the map, including its starting and ending points, route segments, and route turning points.
6. TRAFFIC CONTROL PLAN.
7. All applications must be received by **AT LEAST 30 DAYS PRIOR TO THE EVENT**. If the procession is to traverse or cross any part of the State highway system, written permission must be obtained from the Texas Department of Transportation and attached to this application.
8. Submit road closure form with starting and ending dates and times of closures.
9. All required forms, fees, and documents listed above must be submitted to the Grimes County Office of Emergency Management, P.O. Box 593, Anderson, TX 77830.

**Sheriff's Office Approval**

As part of the approval process, the permit application will be sent to the Grimes County Sheriff's Office for its approval. This approval must be received before the permit can be issued. It is the responsibility of the Sheriff's Office to determine whether Sheriff's deputies will be needed, and if they are, to work out arrangements for public safety with the event's representative.

**Parade is defined as any march or procession consisting of people, animals or vehicles, or a combination thereof, on any public road, that is closed to normal traffic for the duration of the parade.**

**Please allow 30 days processing time.**

EVENT NAME: \_\_\_\_\_

EVENT DATE: \_\_\_\_\_ EVENT HOURS: \_\_\_\_\_

APPLICANT NAME (PRINTED): \_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME OF COMPANY OR ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

EVENT WEBSITE (if there is one): \_\_\_\_\_

HAS THIS EVENT BEEN CONDUCTED PREVIOUSLY IN GRIMES COUNTY? \_\_\_\_\_

If so, when? : \_\_\_\_\_

**Office Use Only**

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- PERMIT APPLICATION FEE (\$100.00)
- CERTIFICATE OF LIABILITY INSURANCE
- Signed "GRIMES COUNTY, TEXAS INDEMNITY AGREEMENT & WAIVER OF LIABILITY"
- MAP OF THE PARADE ROUTE AND ROUTE DESCRIPTION
- TRAFFIC CONTROL PLAN
- Written permission from the Texas Department of Transportation (if applicable).

Road closure form.

\_\_\_\_\_  
Grimes County Sheriff's Office Approval DATE: \_\_\_\_\_

\_\_\_\_\_  
Grimes County Office of Emergency Management Approval DATE \_\_\_\_\_

On this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ the Grimes County  
Commissioner Court hereby voted to:

\_\_\_\_\_ Approve this permit request

\_\_\_\_\_ Deny this permit request

This is a request for a Right-of-Way Parade Permit. This action is recorded in the minutes of the meeting  
of the same date as this action.

\_\_\_\_\_  
County Judge

**Road closure dates and times:**

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(Road Name) (Date and Time) (Date and Time)

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(Road Name) (Date and Time) (Date and Time)

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(Road Name) (Date and Time) (Date and Time)

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(Road Name) (Date and Time) (Date and Time)

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(Road Name) (Date and Time) (Date and Time)

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(Road Name) (Date and Time) (Date and Time)

\_\_\_\_\_ **Date** \_\_\_\_\_  
Applicant Signature