



City of Norfolk
Expressive Activity Permit Application



201 E. Brambleton Avenue • Norfolk, VA 23510 • (757) 664-6880 main
www.norfolk.gov/sevenvenues

For Office Use Only

Date Received: _____ Permit #: _____ Application Fee Paid: YES NO

Instructions: Please fill out this form completely. If a particular section does not apply to you mark it N/A. If you object to providing the requested information please state why you object to it and/or briefly explain why it does not apply in the "Additional Information" section. **Incomplete applications will not be processed.** Supporting documents vary by event, but may include event/route map, timeline of event, etc.

APPLICANT INFORMATION: *Applicant must be the contact person or event organizer for the event submitted.*

Applicant's Name: _____ Date of Submission: _____
Street Address: _____ City: _____ State: _____ Zip Code: _____
Phone: _____ Alternate Phone: _____ Fax: _____
Email: _____ Website: _____

OTHER LEADERS/RESPONSIBLE PARTIES:

Name: _____
Street Address: _____ City: _____ State: _____ Zip Code: _____
Phone: _____ Alternate Phone: _____ Fax: _____
Email: _____ Website: _____

ORGANIZATION INFORMATION:

Organization Name: _____ Street Address: _____
City: _____ State: _____ Zip Code: _____
Do you represent a 501 (c) 3 Status? Yes No 501 (c) 3 #: _____

EXPRESSIVE ACTIVITY INFORMATION:

EVENT NAME: _____
EVENT PURPOSE: _____

EVENT DATE	SETUP TIME	START TIME	END TIME	BREAKDOWN TIME
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PARADE, PROCESSION & MARCHES/WALK: (Requested Location) *Please state specific street addresses or intersections.* N/A
 Street Sidewalk Other **If other, explain:** _____
 Assembly Location: _____
 Dispersal location: _____
 Route: *Please provide a written description of the proposed route, including street names, number of lanes, lane designation, direction, etc.*

STATIONARY ASSEMBLY : (Requested Location) *Please state specific addresses, street and/or park names.* N/A
 Street Sidewalk Park Other **If other, explain:** _____

Address/Description: _____



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TOTAL EXPECTED DAILY ATTENDANCE: 0-29 30-59 60-99 100-149 150-199 200+

TYPE OF EXPRESSIVE ACTIVITY: *Please check all that apply.*
 Picket Religious Ceremony Rally Assembly / Public Demonstration Petition / Signatures
 March Parade / Procession Press / Media Distribution (Flier / Literature) Voter Registration
 Other If other, please explain: _____

Does the activity involve: Vehicles? Animals? If yes, #: _____

Will the expressive activity be free and open to the public? YES NO

Will donations be accepted? YES NO

SIGNS & BANNERS:

Will you have any signs, banners or other attention drawing materials? YES NO

If yes, list the # of Signs _____ # of Banners _____ Approximate dimension of largest: _____

SOUND AMPLIFICATION:

Will there be sound amplification? YES NO

What type of amplified sound? Music Speech / Presentation Performance Other N/A

If other, please explain: _____

What type of equipment will be used to amplify sound? Megaphone/Bullhorn MP3/iPod/CD Player PA System Other N/A

If other, please explain: _____

Will a generator be used as a power source? YES NO

IMPORTANT:

- The maximum noise level allowed with a permit is 110dB, in accordance with Chapter 26 Norfolk City Code.
- Accessibility to power is not granted by an Expressive Activity Permit. Use of a generator requires insurance coverage listing the City of Norfolk as additional insured.

ADDITIONAL INFORMATION: *Please add any additional information or event details necessary for a complete review.*

EXPRESSIVE ACTIVITY PERMIT AGREEMENT

The permit, if issued, will only give you permission to use City of Norfolk property. It gives you no rights with regard to private property or the property of the Commonwealth of Virginia or the United States.

You and your organization will be liable for any loss, damage or injury to persons or property resulting from your parade/public assembly.

You and your organization must obey all existing laws and regulations, as they are or may be amended, governing private property and proper behavior on public property. Such laws and regulations include, but are not limited to: Trespassing (Norfolk City Code Section 29-48); Obstructing free Passage of Others (Virginia Code Section 18.2-404); Noise (Norfolk City Code Chapter 26); Disorderly Conduct (Norfolk City Code Section 29-10); and Riot and Unlawful Assembly (Virginia Code Section 18.2-404 et. seq.)

If a permit is issued, you and/or a representative member of your organization shall carry the permit during the entire parade/public assembly, and be prepared to present it to any public officials requesting to see it.

The person requesting this permit, identified as applicant, must sign. Submission of this application confirms receipt and review of the Expressive Activity Permit Guidelines.

Signature: _____

Date: _____