

BOISE POLICE DEPARTMENT
CITIZENS USE PERMIT for NATIONAL NIGHT OUT (NNO) ONLY
(See instructions on next page below)

PLEASE COMPLETE THE FOLLOWING INFORMATION:

I, _____ hereby request a Citizens Use Permit for the purpose stated below, within the limits of Boise City, Ada County, Idaho.

Organization: _____ Business Phone: _____ Other Phone: _____ FAX #: _____

Contact person (at event): _____ Mailing Address: _____

EVENT NAME National Night Out
(Parade, Demonstration, Street closure, Runs, Walk-a-thon. etc.)

Location (Provide Map): _____ Date: _____ Time (From:) _____ (To) _____

Said use to consist of approximately the number of following persons: _____ vehicles: _____

floats: _____ unlicensed vehicles: _____ other entries: _____ volunteers: _____
Floats may require inspection by the Boise Fire Department.

INSURANCE: NOT REQUIRED FOR NNO

We hereby agree to replace the premises satisfactorily to the original condition prior to the event at our expense. We shall not hold the Ada County Highway District, the City of Boise or the State of Idaho responsible of any damages or expenses caused by, or in connection with, the use of said property. We also acknowledge that the cost of returning premises to original condition will be ours and not the Ada County Highway District, the City of Boise or the State of Idaho.

A liability policy (attach to application) must be in effect prior to approval of this permit and cannot be less than \$1,000,000 combined single limit. Boise City and Ada County Highway District must be listed as Additional Named Insured Parties. Insurance requirements may be increased upon demand by the Boise City Legal Department, Risk Manager, or the Ada County Highway District.

ADDITIONAL REQUIREMENTS: NOT REQUIRED FOR NNO

ESCORT SERVICES / PRIVATE SECURITY:

The following declaration of intent to furnish escort services or private security must be signed by a representative of the licensed escort or security service before this application is returned to the Boise Police Department for the signature of the Chief of Police (Escort/Security Officers are required from the time the event starts until all traffic obstructions have been cleared and spectators have been safely disbursed).

I, _____ of (Escort/Security Service) _____ have entered into an agreement with (Applicant) _____ to furnish the _____ Escort/Security personnel and/or _____ vehicles to the above mentioned applicant for which this application was made Said function is to occur on (Date) _____ (Time) _____ Signed by _____

APPLICANT ASSURANCES: PLEASE SIGN AND SUBMIT TO: citizenuse@cityofboise.org

I have read and do fully understand the requirements and responsibilities set forth by this permit.

Applicant Signature: _____ Date: _____

BPD ADMINISTRATION ONLY

Chief of Police _____ by (Representative) _____

Transportation Manager, ACHD _____

District 3, Idaho Transportation Department Representative _____

City Legal: Approved _____ Disapproved _____ City Risk Manager: Approved _____ Disapproved _____

INSTRUCTIONS
National Night Out Event ONLY
(Insurance for this event is not required)

1. The applicant must complete all required information on the upper portion of the permit in a neat and legible fashion.
2. A Boise Police Department representative will offer direction and/or assistance with the location or route of the event.
3. For National Night Out, all insurance and security escort services will not be a requirement.
4. Once the permit is complete, it must be submitted to the Chief of Police (through his representative) for review and approval. This permit should be emailed or mailed to:

Cpl. Kyle Wills and/or Mitzi Cheldelin
Boise Police Department
333 N. Mark Stall Place Boise, ID 83704
EMAIL: citizenuse@cityofboise.org

5. Applicants should take into consideration application processing time and start the application process at least 45 days prior to the desired date of the planned event. Applications received less than 45 days prior may not be approved.
6. Any questions about this permit process can be directed to the Boise Police Department Special Events Corporal Kyle Wills at (208) 703-1585.

NOTE: FAILURE TO FULFILL THE REQUIREMENT OF OBTAINING AN AUTHORIZED CITIZEN'S USE PERMIT PRIOR TO SCHEDULED EVENT IS PROHIBITED BY CITY CODE.