

**STREET CLOSURE AND CITY
PROPERTY ACTIVITY
REQUEST**

NAME/DESCRIPTION/LOCATION OF EVENT:

HHS Homecoming parade
PERSON/BUSINESS MAKING REQUEST: High School, Kim Carey, Principal
CONTACT INFORMATION: 406-632-4324

DATE OF STREET CLOSURE/PROPERTY USE: Friday, September 18, 2026

DATE/TIME OF START AND CONCLUSION OF EVENT (APPX.): 9-18-26 12:45 PM - 1:30 PM

STREETS TO BE CLOSED/CITY PROPERTY TO BE USED: (parade will begin at 1 PM)

Central Ave between 1st St^{NW} intersection & 1st St^{SW} intersection

REASON FOR STREET CLOSURE: Homecoming Parade

NOTE:

1. THE REQUESTOR IS SOLELY RESPONSIBLE FOR ANY CITY-REQUIRED CONES, FENCING, BARRIERS AND OTHER REQUIRED PREPARATIONS. **ALL CONES, FENCING, BARRIERS, ETC. MUST BE REMOVED IMMEDIATELY FOLLOWING THE EVENT END**
2. THE REQUESTOR SHALL PICK UP, REMOVE AND DISPOSE OF ALL TRASH OR REFUSE REMAINING FROM THE EVENT. FAILURE TO DO SO MAY FORFEIT FUTURE USE OF CITY STREETS/PROPERTY

ARE YOU ALSO REQUESTING EXEMPTION
FROM THE CITY OF HARLOWTON'S OPEN

CONTAINER ORDINANCE?

YES

NO

IF YES, SEE ADDITIONAL LIQUOR
LIABILITY INSURANCE
REQUIREMENT BELOW.

LIABILITY INSURANCE AND INDEMNIFICATION

PLEASE PROVIDE A CERTIFICATE OF GENERAL LIABILITY COVERAGE (CGL) FOR THIS EVENT THAT NAMES THE CITY OF HARLOWTON AS ADDITIONAL, **NON-CONTRIBUTORY INSURED FOR NOT LESS THAN \$1,500,000 EACH OCCURRENCE.**

IF ALCOHOL BEVERAGES WILL BE SERVED AND/OR SOLD IN THE EVENT, REQUESTOR SHALL PROVIDE PROOF OF A SEPARATE ADDITIONAL LIQUOR LIABILITY ENDORSEMENT IN THE MINIMUM AMOUNT OF \$1,000,000 EACH OCCURRENCE FROM EACH VENDOR SERVING/SELLING ALCOHOL DURING THE EVENT, NAMING THE CITY AS AN ADDITIONAL, NON-CONTRIBUTORY INSURED. HOST TYPE LIQUOR LIABILITY IS NOT ACCEPTABLE.

IF PRIVATE SECURITY IS PLANNED FOR THE EVENT SUCH PLAN MUST BE PRESENTED IN WRITING AND MUST BE REVIEWED AND APPROVED BY THE WHEATLAND COUNTY SHERIFF'S OFFICE AND THE MAYOR OR DESIGNEE OF THE CITY. THE WHEATLAND COUNTY SHERIFF'S OFFICE HAS AUTHORITY TO ENTER INTO THE EVENT AT ANY TIME UPON REASONABLE SUSPICION THAT A CRIME HAS BEEN OR IS BEING COMMITTED REGARDLESS OF THE EXISTENCE AND UTILIZATION OF PRIVATE SECURITY.

IN CONSIDERATION FOR PERMISSION TO CONDUCT THE REQUESTED ACTIVITIES, REQUESTOR ASSUMES ALL RISKS INCIDENT TO OR IN CONNECTION WITH THE PERMITTED ACTIVITY. THE PERSONS, ORGANIZATIONS OR GROUPS REQUESTING THE STREET CLOSURE AGREE(S) TO AND SHALL INDEMNIFY, DEFEND AND HOLD THE CITY OF HARLOWTON, ITS OFFICERS, AGENTS AND EMPLOYEES HARMLESS FROM ANY AND ALL LOSSES, DAMAGES, LIABILITIES, COSTS AND EXPENSES INCLUDING LITIGATION COSTS AND REASONABLE ATTORNEY FEES, JUDGMENTS AND SETTLEMENTS INCURRED BY THE CITY OF HARLOWTON ARISING FROM THE PERMITTED ACTIVITY TO THE EXTENT CAUSED BY ANY INTENTIONAL OR NEGLIGENT ACT ON THE PART OF THE REQUESTOR OR ITS AGENTS, CONTRACTORS, VENDORS, VOLUNTEERS OR EMPLOYEES OR OTHERS ACTING ON BEHALF OF THE REQUESTOR.

ADDITIONAL COMMENTS/ NOTES OF REQUESTOR:

K. Lang, Principal

9-10-26

SIGNATURE AND TITLE OF REQUESTOR

DATE

OFFICE USE:

COUNCIL MEETING REQUEST PRESENTED ON:

*Emailed for Approval 9/10/26
Council Approval 9/22/26*

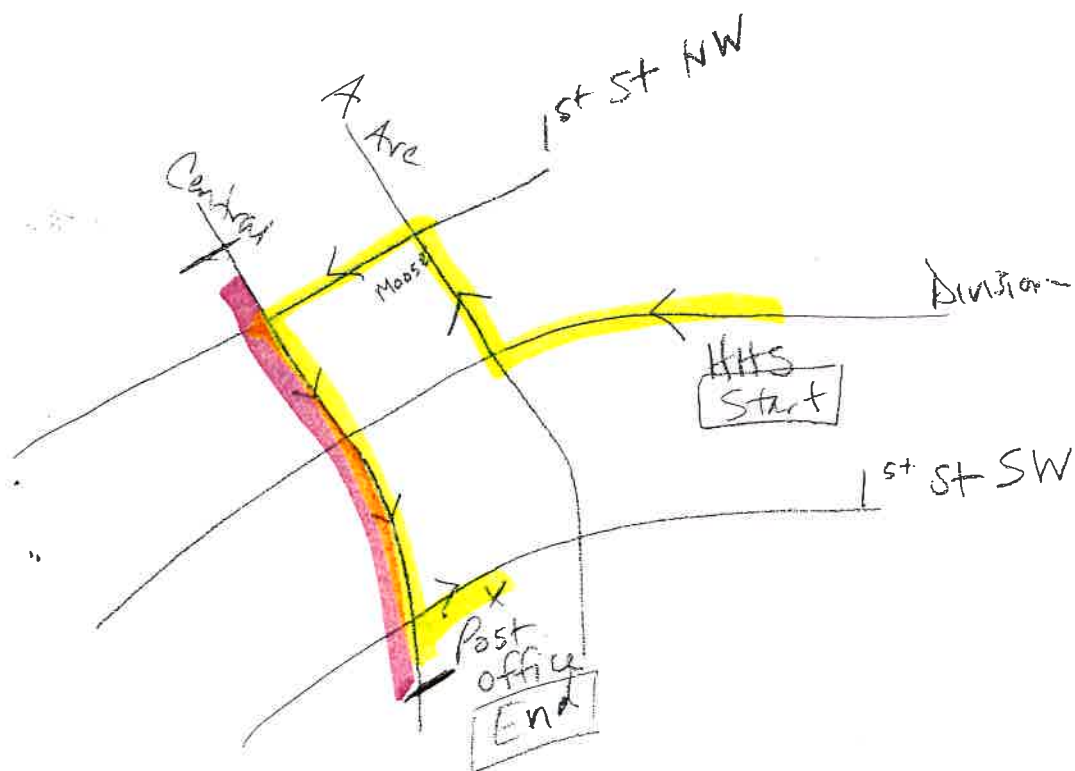
APPROVED YES NO

HARLOWTON CITY STREET CREW CONTACTED:

☒ YES NO

WHEATLAND COUNTY SHERIFF'S OFFICE CONTACTED AND APPROVED VIA E-MAIL:

☒ YES NO



-  Parade route
-  Street Closure