



TOWN OF HUNTINGTON HIGHWAY OFFICE

30 Rofay Dr., Huntington, NY 11743

Tele. 631-499-0444 Fax 631-499-3512

Kevin S. Orelli
Superintendent of Highways

PARADES, RACES, WALK-A-THONS AND OTHER EVENTS

REQUEST FORM

THIS FORM MUST BE SUBMITTED TO THE HIGHWAY OFFICE AT LEAST 45 DAYS IN ADVANCE OF YOUR EVENT. ALL REQUIRED FORMS MUST BY COMPLETED 3 WEEKS PRIOR TO EVENT.

ORGANIZATION NAME: _____

MAILING ADDRESS: _____

TYPE OF EVENT: _____

DATE OF EVENT: _____ RAIN DATE (if any): _____

TIME OF EVENT: _____ ESTIMATE COMPLETION TIME: _____

ORGANIZATION CONTACT INFORMATION:

NAME: _____

CELLPHONE #: _____ HOME PHONE #: _____

EMAIL ADDRESS: _____

ASSEMBLY AREA: _____

ROUTE: _____

ATTACH GOOGLE MAP HIGHLIGHTING ROUTE

ATTACH A LIST OF ROADS IN THE TOWN OF HUNTINGTON THAT WILL BE TEMPORARILY CLOSED.

Kevin S. Orelli, Superintendent of Highways

Please send this form to address above. Upon approval of event by Superintendent, You will be required to complete the Application and Agreement form. Form can be picked up at the Highway Office weekdays before 3:30pm or downloaded on our website at www.huntingtonny.gov/highway. When submitting Application and Agreement Form, please attached this sheet with it.

IMPORTANT – The Agreement form requires two authorized, notarized signatures from the group, and you are required to provide Insurance.