

Posting Fee Waiver Request

Pursuant to City of Minneapolis Code of Ordinance Chapter 447. Parade/Races Section 447.150 “The Director of Public Works or their designee shall have the right to waive the fee for posting of “No Parking” signs upon application, if the individual or organization is a corporation, society, association, foundation, or institution organized and operated exclusively for charitable, religious, or educational purposes. The applicant must provide a fully completed exemption certificate as described in Minnesota Statute 297A.665 (b), Presumption of Tax, or in the alternative by providing information deemed by the Director of Public Works as sufficient to establish the organization is operated exclusively for charitable, religious, or educational purposes.

An individual applicant requesting a waiver must satisfy the requirements for an individual wishing to waive the permit fee as set forth in City of Minneapolis Code of Ordinance Chapter 447. Parade/Races Section 447.150 to waive the fee for posting of “No Parking”.

All posting fee questions and waiver requests must be submitted with parade application to:
Department of Public Works, Traffic and Parking Services Division, 350 South 5th Street, Room 233, Minneapolis, MN 55415.

**City of Minneapolis Department of Public Works
Parade Posting of "No Parking" signs
Fee Waiver Request Form**

Event: _____

Date and Time of Event: _____

Name of Individual/Organization: _____

Contact Person: _____

Telephone Number: _____

Description and location of event: _____

- If the event is an annual event please provide vendor/participant fee's generated from previous year \$_____.

The City of Minneapolis Director of Public Works has administrative authority to waive for fees associated with posting of "No Parking" signs under certain criteria set forth in City of Minneapolis Code of Ordinance Chapter 447, Parade/Races Section 447.150. This form is designed to assist the City of Minneapolis in evaluating requests. The fee waiver request form must include all required reviews and a complete parade event application for the current year of the event. The criteria for the waiver is as follows:

Individual

- The parade applicant and each person responsible for organizing the parade must certify that each:
 - (1) Receives public assistance
 - Or
 - (2) Receives average family income which is less than one hundred twenty-five (125) percent of the federal poverty line.
 - Or
 - (3) Cannot support his or her family and his or herself and also satisfy the requirements of section 447.120 without substantial hardship.
- Attach proof of hardship if individual applying for permit

Group or Organization (for charitable, religious, or educational purposes)

- The event sponsor, individual or organization is a corporation, society, association, foundation, or institution organized and operated exclusively for charitable, religious, or educational purposes. The applicant must provide a fully completed exemption certificate as described in Minnesota Statute 297A.665 (b), Presumption of Tax, or in the alternative, by providing information deemed by the Director of Public Works as sufficient to establish the organization is operated exclusively for charitable, religious, or educational purposes.
- Attach certificate as set forth in Minnesota Statute 297A.665 Presumption of Tax

I hereby certify that the information provided is true and correct to the best of my knowledge and that a true financial adversity would be wrought on the organization I represent if the posting fees are not waived.

Signature Name _____ printed _____ Date _____

To be completed by Public Works

Fee amount to be waived: _____

Approved Denied

by Traffic and Parking Services Division

Date

Submit to Department of Public Works