



1200 East Broad Street, Mansfield, TX 76063
www.mansfieldtexas.gov Email: Shirley.emerson@mansfieldtexas.gov

Special Event Application

Organization/Group: <u>Walnut Ridge Church</u>	Date: <u>6/25/19</u>
Applicant: <u>Jerry Ritchie, Director of Missions</u>	
Applicant's Address: <u>1412 Wheeler Dr. Mans.</u>	Phone No. <u>817-475-8358</u>
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up	Email: <u>jerry@walnutridge.org</u>
Address of Event: <u>1201 SH360, Mans. Tx 76063</u>	
Description & Activities: <u>Walk through exhibits in parking lot, hosted by Compassion International. *</u>	
Date of Event: <u>Aug 21-26, 2019</u>	Hours of Event: <u>10am - 7pm</u>
Public Invited or Private Party? <u>Public invited</u>	Estimated Number of Attendees <u>2-3000</u>
Is the event in a Mansfield Park? <u>No</u>	*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? <u>No</u>	*If yes, Insurance is required
Is the event on Private Property other than your own? <u>No</u>	*If yes, signed permission is required
Will there be any new or temporary electric lines installed? <u>No</u>	
*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.	
Will you be using generators? <u>yes</u>	*If yes, show location on the site plan
Do you plan to have any Tents? <u>No</u>	*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? <u>Yes</u>	
Do you plan to have any Promotional Signs? (banners, streamers, balloons) <u>No</u>	*If yes, a separate permit is required
City of Mansfield Assistance Requested:	
Barricades/ Street Closure? <u>No</u>	*If yes, show on site plan where you want to have barricades. A resident roster must be submitted for a block party.
Police/Traffic Control/Security? <u>No</u>	*If yes, attach an explanation and the name of the person you are working with
<p>Please Read and Include the Following Information With This Application</p> <ul style="list-style-type: none"> For all outdoor activities, a site plan must be attached. One can be provided if requested. You need to show where all items will be located on the site plan. If Insurance is required, the City of Mansfield must be listed as "Additional Insured". All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event. 	
Applicant's Printed Name:	Applicant's Signature:
<u>Jerry Ritchie</u>	<u>Jerry Ritchie</u>

* - WRBC is hosting Compassion International Mobile Experience for 5 days on our campus. You can see a video @ it at

