



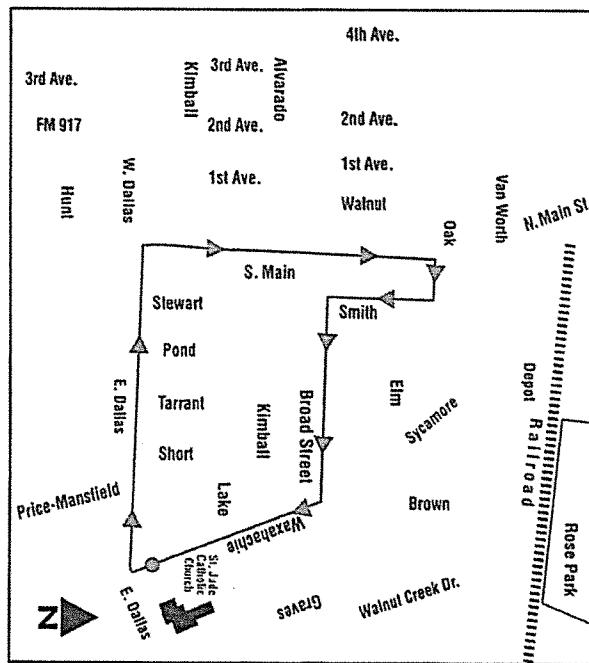
1200 East Broad Street, Mansfield, TX 76063
www.mansfieldtexas.gov Fax: 817-728-3639

Special Event Application

Organization/Group: City of Mansfield	Date: 10/23/18	
Applicant: Angie Henley		
Applicant's Address: 210 Smith Street	Phone No. 817-804-5795	
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up	Email: angie.henley@mansfieldtexas.gov	
Address of Event: 1200 E Broad		
Description & Activities: Live music, food and art vendors, activities for kids Santa and tree lighting. /Fireworks		
Date of Event: November 30 and December 1	Hours of Event: 11/30 5-9pm 12/1 2-4pm	
Public Invited or Private Party? Public invited	Estimated Number of Attendees 5000	
Is the event in a Mansfield Park? No	*If yes, Insurance is required	
Do you plan to Temporarily Close a Public Street? Yes	*If yes, Insurance is required	
Is the event on Private Property other than your own? Yes	*If yes, signed permission is required	
Will there be any new or temporary electric lines installed? No		
*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.		
Will you be using generators? Yes	*If yes, show location on the site plan	
Do you plan to have any Tents? Yes	*If yes, a separate permit is required.	
Do you plan to have any pop-up canopies? Yes		
Do you plan to have any Promotional Signs? (banners, streamers, balloons)	No	*If yes, a separate permit is required
City of Mansfield Assistance Requested: Yes		
Barricades/ Street Closure? Yes	*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? Police department	*If yes, attach an explanation and the name of the person you are working with	
Please Read and Include the Following Information With This Application		
<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:	
Angie Henley	Angie Henley	

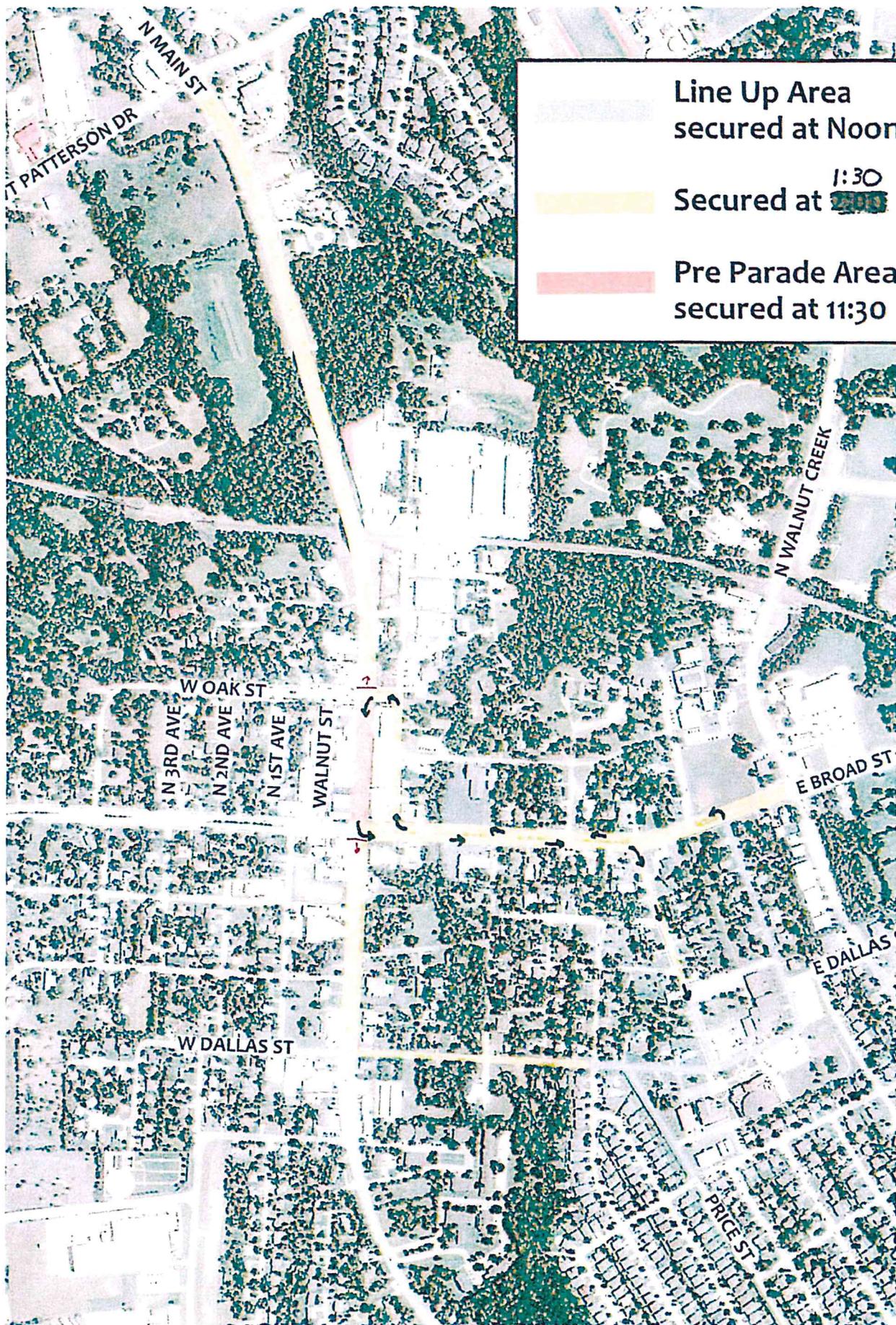


PLAN A



PLAN B

2:00 START





Angie Henley <angie.henley@mansfieldtexas.gov>

Fwd: 2018 Hometown Holidays Parade

2 messages

Andrew Binz <andrew.binz@mansfield-tx.gov>
To: Angie Henley <angie.henley@mansfieldtexas.gov>

Wed, Aug 8, 2018 at 9:12 AM

FYI. Looks like we are good for this year, but there will be changes in 2019.

----- Forwarded message -----

From: Thu Nguyen <frtnguyen@stjudecc.org>
Date: Wed, Aug 8, 2018 at 5:50 AM
Subject: Re: 2018 Hometown Holidays Parade
To: Andrew Binz <andrew.binz@mansfield-tx.gov>

Good morning Andrew,

Hope you have a wonderful day. Like last year I wish that all can be clear out by 4PM because we have confessional service beginning 3:30 till 4:30 then we have mass at 5PM. Other than that St. Jude is allowed for the 2018 Hometown Holidays Parade using our parking space.

Just a quick note for future event of 2019. We have a conflict of Mass at 2PM scheduled. The only space that we will need for the service is the entrance of back and front of the St. Jude Office. When time comes please discuss with us about this situation.

From: Andrew Binz <andrew.binz@mansfield-tx.gov>
Date: Friday, July 20, 2018 at 3:25 PM
To: Thu Nguyen <frtnguyen@stjudecc.org>
Subject: 2018 Hometown Holidays Parade

Dear Fr. Nguyen,

The Mansfield Parks and Recreation Department would like to ask you for approval to use the St. Jude Catholic Church parking lot for the 2018 Hometown Holidays Parade. This year's parade will be held on Saturday, December 1st with a start time of 2:00 pm. I anticipate that parade entries will start showing up at around noon to get in line for the parade. Typically the parade lasts until approximately 4:00 pm.

With approval, I will need a letter or e-mail from you giving us permission to use your parking lot on that day between noon and 4:30 pm.

We certainly appreciate the church's support with past parades and look forward to working with you again this year. If you have any questions or concerns, please contact me at the information below.

Sincerely,

--

Andrew Binz CPRP
Mansfield Parks and Recreation
817-804-5797
andrew.binz@mansfieldtexas.gov

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--
Andrew Binz CPRP
Mansfield Parks and Recreation
817-804-5797
andrew.binz@mansfieldtexas.gov

Andrew Binz <andrew.binz@mansfield-tx.gov>
To: Angie Henley <angie.henley@mansfieldtexas.gov>

Wed, Aug 8, 2018 at 2:08 PM

Mansfield HS Band is in for the parade this year.

----- Forwarded message -----
From: Ludlow, William <WilliamLudlow@misdmail.org>
Date: Wed, Aug 8, 2018 at 1:49 PM
Subject: Re: 2018 Hometown Holidays Parade
To: Andrew Binz <andrew.binz@mansfield-tx.gov>

We will be there!

William Ludlow



1200 East Broad Street, Mansfield, TX 76063
www.mansfieldtexas.gov Fax: 817-728-3639

Temporary Tent Application

Tent location Address		1200 E Broad	Suite No.	
Tenant/Business				
Applicant*	Angie Henley		Phone	817-804-5795
Applicant Address		210 Smith Street	E-mail angie.henley@mansfieldtexas.gov	
*Will be called for questions and/or when the permit is ready for pick-up				
Tent Company Rental Stop				
Tent Company Name			Contact Number	817-343-5353
Company Address				
Purpose of Tent:				
Special Event <input checked="" type="checkbox"/>	Sale or Promotion <input type="checkbox"/>	Assembly <input type="checkbox"/>	Other <input type="checkbox"/>	
Dates Tent will be on the Property		Erected: Nov 30	Removed: Nov 30	
Size and Height of Tent (in feet at tallest peak)				
#1 Tent Size 10 x 10	Height in feet			
#2 Tent Size 10 x 20	Height in feet			
#3 Tent Size	Height in feet			
Please read and Include the Following Information With This Application				Permit Fee \$60
1. SITE PLAN: You must include a site plan showing where the Tent(s) will be located on the property. You need to indicate the distance from any structures and the property lines.				
2. FLOOR PLAN: Provide a simple floor plan for each tent showing the tables, chairs, stages, width of aisles, exits, etc. Note if the Tent sides will be Up or Down.				
3. FLAME RESISTANT CERTIFICATE: You must attach a Flame Resistant Certificate for the specific tent you are renting. The Tent Company can provide this.				
4. NOTE: Temporary tent sales by retail establishments or tent assemblies may be permitted for a period not to exceed thirty (30) days and <u>no more than once a year</u> . No tents or similar structures shall be erected in any required yard setbacks or designated easements.				
Applicant's Printed Name & Date	Angie Henley 10/23/18			
Applicant's Signature				
Property Owner/Manager Printed Name				
Property Owner/Manager Signature *REQUIRED	Angie Henley			

Certificate of Flame Resistance



REGISTRATION
APPLICATION
CONCERN No.
P419.01

ISSUED BY
California Combining Corp
5607 S. Santa Fe Ave
Los Angeles, CA 90058 USA

Date Inspected or
Manufactured
July 30, 2010

This is to certify that the materials described on the reverse side hereof have been flame-retardant treated (or are inherently nonflammable).

FOR Ideal Canopy
CITY Delta, B.C.

ADDRESS Unit 2, 8500 River Rd.
STATE V4B 1B5 Canada

Certification is hereby made that (Check "a" or "b")

(a) The articles described on the reverse side of this Certificate have been treated with a flame-retardant chemical approved and registered by the State Fire Marshal and that the application of said chemical was done in conformance with the laws of the State of California and the Rules and Regulations of the State Fire Marshal.
Name of chemical used. _____ Chem. Reg. No. _____
Method of application. _____

(b) The articles described on the reverse side hereof are made from a flame-resistant fabric or material registered and approved by the State Fire Marshal for such use.
Trade name of flame-resistant fabric or material used. LAM TRX Reg. No. P419.01

The Flame Retardant Process Used WILL NOT Be Removed By Washing
(will or will not)

Kris Lantz

Name of Applicator or Production Supervisor

By Cathy Deo

Re: Secretary Treasurer

12008
PAGE 05/07

CALIFORNIA COMBINING

CONTROL NO. 073010

CUSTOMER ORDER NO. Raj

CUSTOMER INVOICE NO. 99375

YARDS OR QUANTITY 3020

COAT OR

STYLE 15x61 B/G Polish

DATE PROCESSED July 30, 2010

AGREEMENT TO ASSIST AT SPECIAL EVENT

Special Event Name and Date: Hometown Holidays and Parade

Name of Group Assisting:

Mansfield Police

MISD Police

Constable Office

Other _____

Please check all that apply:

We have an agreement to be Traffic Officers for this Special Event.

We have an agreement to be Security Officers for this Special Event.

Other: _____

Angie Henley

Signature

Angie Henley/ Special Events

Printed Name/ Job Title

210 Smith Street

Mailing Address

817-804-5795

/angie.henley@mansfieldtexas.gov

Contact Phone Number

E-mail