

**RECEIVED**  
MAR 23 2015

BY: *[Signature]*

**MANSFIELD**  
T E X A S  
1200 East Broad Street, Mansfield, TX 76063  
www.mansfield-tx.gov Fax: 817-477-1416

**Special Event Application**

Organization/Group: <u>American Cancer Society, Inc.</u>		Date: <u>March 2, 2015</u>
Applicant: <u>Beth Anne Underwood</u>		
Applicant's Address: <u>3301 West Freeway Fort Worth, TX</u>		Phone No. <u>817 316 2954</u>
*Will be called for information needed and when the permit is ready for pick-up		Email: <u>bethannunderwood@cancer.org</u>
Address of Event: <u>303 N Walnut Creek, Mansfield, TX 76063</u>		
Description & Activities: <u>Games, music, vendors, walking around track</u>		<u>↳ Katherine Rose Park</u>
Date of Event: <u>May 16, 2015</u>		Hours of Event: <u>6pm - 12am</u>
Public Invited or Private Party? <u>Public Invited</u>		Estimated Number of Attendees <u>500</u>
Is the event in a Mansfield Park? <u>yes</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>yes</u>		*If yes, a separate permit is required.
Do you plan to have any Promotional Signs? (banners, streamers, balloons) <u>yes</u>		*If yes, a separate permit is required
City of Mansfield Assistance Requested:		
Barricades/ Street Closure? <u>                    </u>		*If yes, show on site plan where you want to close the street and a resident roster must be submitted
Police/Traffic Control/Security? <u>                    </u>		*If yes, attach an explanation and the name and contact number of person you are making arrangements with.
<p><b>Please Read and Include the Following Information With This Application</b></p> <ul style="list-style-type: none"> <li>✓ 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.</li> <li>If Insurance is required, the City of Mansfield must be listed as "Additional Insured".</li> <li>All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event.</li> </ul>		
Applicant's Printed Name:		Applicant's Signature:
<u>CHRISTI JAMES</u>		<u>Christi James</u>



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### Promotional Signage Display Application

Installation Address	303 N. Walnut Creek	Suite No.	
Tenant/Business	American Cancer Society, Inc.		
Applicant*	Beth Anne Underwood	Phone No.	4053702954
*Will be called for information about the sign and when the permit is ready for pick-up			

#### Sign Company

Name	na - provided banners		Contact Name				
Address		City		State		Zip	
Phone No.		Email					

#### Purpose of Sign

Special Event	<input checked="" type="checkbox"/>	Sale or Promotion	<input type="checkbox"/>	Grand Opening	<input type="checkbox"/>	Other	<input type="checkbox"/>
Date Requesting Display to Begin	5/16/2015						

#### Type of Sign

Banner	<input checked="" type="checkbox"/>	Quantity:	6	Size in Sq Feet		Height and Width in Feet	
various sizes - between 2'x3' & 5'x10'							
Balloon	<input type="checkbox"/>	Quantity:		Wind Signs (pennants, streamers)	<input type="checkbox"/>	Quantity:	

**Please read and include the following information with this application**  
**THIS PERMIT APPLICATION WILL BE AUTOMATICALLY DENIED IF ALL INFORMATION IS NOT COMPLETED/PROVIDED.**

1. **SIGN CONTENT:** For all signs, include a simple drawing or attach a picture of the sign, showing sign content and dimensions. **List everything that you plan to put up for the promotion.**

✓

2. **SITE PLAN SHOWING LOCATION OF SIGN(S):**

A. For wall signs or banners, include a drawing of the face of the building with the sign(s). Label dimensions of buildings and sign(s).

✓

B. For all other signs, show the sign and its relation to the building on the property and to the lot boundaries. Label distances of sign(s) from building and lot boundaries.

✓

3. **NOTE:** One promotional signage display, (temporary signs such as banners, balloons, streamers or any kind of wind sign) is permitted three (3) times in a calendar year, for a maximum of fourteen (14) consecutive days. A minimum of ninety (90) days is required between each display. One (1) Grand Opening display is allowed for a period of twenty-one (21) consecutive days within the first three (3) months of the date of issuance of a certificate of occupancy or business license.

Permit Fee  
\$40

Applicant's Signature	Christi James	
Property Owner or Manager Printed Name & Signature	CHRISTI JAMES, SR MGR RELAY FOR LIFE	*REQUIRED

#### FOR OFFICE USE

Comments			
Planning Dept	Approve <input type="checkbox"/>	Deny <input type="checkbox"/>	Date



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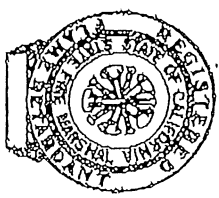
### Temporary Tent Application

Tent location Address		303 N. Walnut Creek Mansfield, TX		Suite No.	
Tenant/Business		Katherine Rose Memorial Park 76063			
Applicant*	American Cancer Society / Beth Anne Underwood	Phone No.	817 310 2954		
Applicant Address 3301 West Freeway Fort Worth, TX 76107					
*Will be called for information about the tent and when the permit is ready for pick-up					
Tent Company Taylor Rentals					
Tent Company Name			Contact Number	817 332 6258	
Company Address 220 University Dr. Fort Worth, TX 76107					
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:	6/15/2015	Removed:	6/18/2015
Size and Height of Tent (in feet at tallest peak)					
#1 Tent Size	20' x 20'	Height in feet #1	12'		
#2 Tent Size	10' x 10'	Height in feet #2	10'		
#3 Tent Size		Height in feet #3			
Please read and Include the Following Information With This Application					Permit Fee \$60
<p>✓ 1. <b>SITE PLAN:</b> 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.</p> <p>✓ 2. <b>FLOOR PLAN:</b> 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.</p> <p>✓ 3. <b>FLAME RESISTANT CERTIFICATE:</b> You must attach a Flame Resistant Certificate for the specific tent you are renting. The Tent Company can provide this.</p> <p>4. <b>NOTE:</b> 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.</p>					
Applicant's Printed Name		CHRISTI JAMES			
Applicant's Signature		Christi James			
Property Owner/Manager Printed Name					
Property Owner/Manager Signature *REQUIRED					

# Certificate of Flame Resistance

REGISTRATION  
APPLICATION  
NUMBER

F140.1



ISSUED BY

EVANSVILLE, INDIANA 47725  
MANUFACTURERS OF THE FINISHED  
TENT PRODUCTS DESCRIBED HEREIN

Date of Shipment	3/27/2006
Tent Identification	04231746

This is to certify that the materials described have been flame-retardant treated  
(or are inherently nonflammable) and were supplied to:

781080  
WILL-ED INC  
DBA TAYLORS RENTAL EQUIPMENT  
811 UNIVERSITY DR  
FORT WORTH TX 761072935

Certification is hereby made that:

The articles described on this Certificate have been treated with a flame-retardant approved chemical and that the application of said chemical was done in conformance with California Fire Marshal Code. All fabric has been tested and passes NFPA 701-99, CPAI 84, ULC 109.

Serial #	8024000 (1).
Description of item certified:	FIESTA EXPANADABLE TOP 20'W X 20' SNYDER WHITE VINYL

Flame Retardant Process Used Will Not Be Removed By  
Washing And Is Effective For The Life Of The Fabric

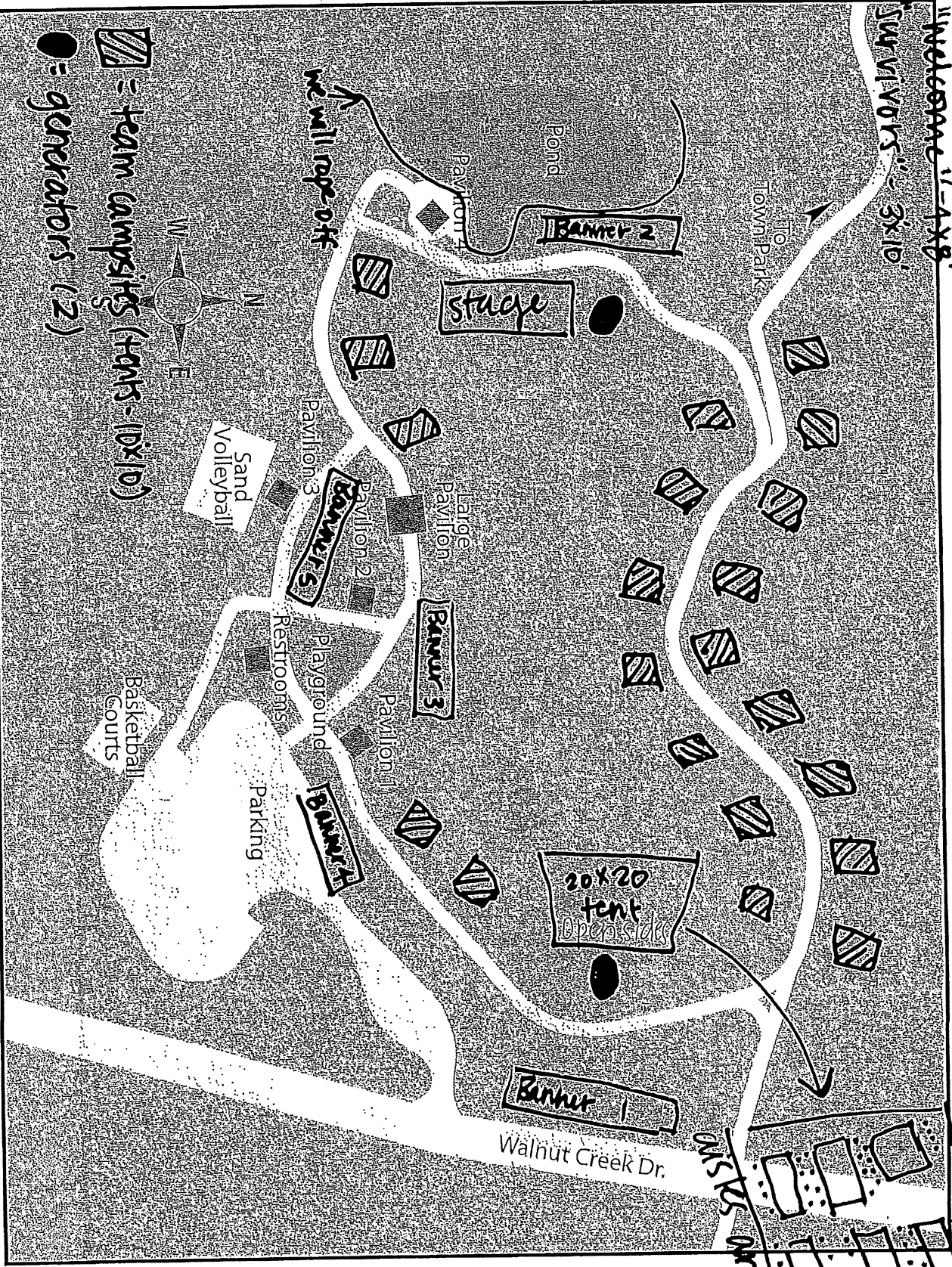
SNYDER MFG NEW PHILADELPHIA OH

Signed: *David L. Cook*  
SPECIAL EVENTS DIVISION - ANCHOR INDUSTRIES INC.



runner 1: "Relay for Life" - 4'x8'  
 runner 2: "It's about being a community that takes up the fight" - 4'x8'  
 runner 3: "Celebrate. Remember. Fight Back." - 3'x10' Katherine Rose Memorial Park

runner 4: "telescope" - 4'x8'  
 runner 5: "Survivors" - 3'x10'



Team Campsites (Hans - 10x10)  
 generators (2)

SITE PLAN - RELAY FOR LIFE OF MANSFIELD 5/16/2015



March 11, 2015

Dear City of Mansfield,

On behalf of the 2015 Relay For Life of Mansfield Event Leadership Team, we would like to thank you for the support that you gave to our event this past year. We would also like to request permission for the use of Katherine Rose Memorial Park for the Relay For Life of Mansfield 2015. The event will run from 6:00 pm – midnight on Saturday, May 16, 2015. Additionally, we would ask that all fees associated with facility rental be waived.

The American Cancer Society Relay For Life is the world's largest and most impactful fundraising event to end cancer. It unites communities across the globe to celebrate people who have battled cancer, remember loved ones lost, and take action to finish the fight once and for all. Relay began in Mansfield in 2003 and has been a great event to promote awareness of the American Cancer Society and fight against cancer ever since. While most people expect Relay to be a 5K or a run, it is actually not – while teams are asked to have one person on the track at all times, it is more of a festival-type atmosphere that promotes cancer awareness, celebrates survivors, and allows us to remember those we've lost to cancer.

If there are any questions or concerns, please feel free to contact me at any time. Thank you for all of the support and cooperation in this matter. We look forward to working with you again this year.

Sincerely,

Beth Anne Underwood  
Community Manager, Relay For Life  
bethanne.underwood@cancer.org  
(405) 370-2954 (cell)  
(817) 570-0611 (office)



## INTERNAL REVENUE SERVICE

Ogden, IRS Center

## Department of the Treasury

P.O. Box 9941, Ogden, Utah 84409

MS 6273

Refer Reply To: 0423291513

Date: January 31, 2012 3910C

AMERICAN CANCER SOCIETY INC  
NATIONAL HOME OFFICE  
& FINANCE  
250 WILLIAMS ST 4TH FLR  
ATLANTA GA 30303

Taxpayer Identification Number: 13-1788491

Dear Taxpayer:

We received your request dated January 05, 2012, asking us to verify your Employer Identification Number 13-1788491 and name.

This letter confirms the parent and subordinate organization are exempt under Section 501(c) [3] of the Internal Revenue Code.

Parent Organization  
Name: AMERICAN CANCER SOCIETY INC

Subordinate Organization

EIN: \_  
Name:

The EIN and Name on our records is 13-1788491 and AMERICAN CANCER SOCIETY INC NATIONAL HOME OFFICE.

Please provide a copy of this letter to your subordinate. A separate letter will not be mailed to the subordinate organization.

If you have any questions, please call us toll free at 1-877-829-5500. or you can write to us at the address shown at the top of this letter. If you write, please include:

1. A copy of this letter ,
2. Your telephone number and
3. The best hours you can be reached in the spaces below.

You should keep a copy of this letter for your records.

Telephone Number \_\_\_\_\_ Hours \_\_\_\_\_

Sincerely Yours, .

Ogden Entity Department