

### Special Event Application

Organization/Group: Bike Out Hunger		Date: Oct. 13, 2013
Applicant: Out Hunger c/o Rand Jenkins		
Applicant's Address: 918 Muirfield Dr. Mansfield 76063		Phone No. 214.546.3087
*Will be called for information needed and when the permit is ready for pick-up		Email: rand@outhunger.org
Address of Event: 1551 E Debbie Lane (Lifetime Fitness)		
Description & Activities: Charity bicycle ride		
Date of Event: Nov. 9, 2013		Hours of Event: 8am - 1pm
Public Invited or Private Party? Open to the public, registration required for riding		Estimated Number of Attendees: 85
Is the event in a Mansfield Park? no		*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? no <i>partial</i>		*If yes, Insurance is required <i>will be submitted</i>
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? no		*If yes, show location on the site plan
Do you plan to have any Tents? no		*If yes, a separate permit is required.
Do you plan to have any Promotional Signs? (banners, streamers, balloons) yes		*If yes, a separate permit is required
City of Mansfield Assistance Requested:		
Barricades/ Street Closure? no		*If yes, show on site plan where you want to close the street and a resident roster must be submitted
Police/Traffic Control/Security? Yes, no contact made yet		*If yes, attach an explanation and the name and contact number of person you are making arrangements with.
<b>Please Read and Include the Following Information With This Application</b> <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 <u>all items</u> 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:
Rand Jenkins		<i>[Signature]</i>

PERMISSION TO USE PRIVATE PROPERTY FOR SPECIAL EVENT  
(Required if this is not your property or business location)

I, the undersigned, being the property owner or property management representative of the owner for the property described herein below, do grant

Bike Out Hunger

(person, group or business name)

permission to have their special event on said property.

Property address:

1551 E Debbie Lane Mansfield TX 76063

Date: Nov. 9, 2013

**Please check all that apply:**

☒ Entire Special Event, including all activities listed, are approved be held at this location.

*Bike ride start and finish area; Baylor mobile van; water/food for post ride refreshment.*

☐ Approved for overflow parking and/or shuttle area to be held at this location.

*N/A*

☐ Approved to place promotional signage at this location, if the required permit is obtained. (I am aware this will use up one of the three (3) times a calendar year maximum for this location)

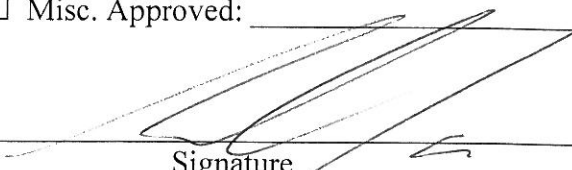
☐ Approved to place a Tent(s) and/or canopy for the event. (note: a Tent requires a permit)

*N/A*

☐ Approved to place Bounce Houses, Petting Zoo, Children's Games and/or Kid's activities

*N/A*

☐ Misc. Approved: \_\_\_\_\_

  
Signature

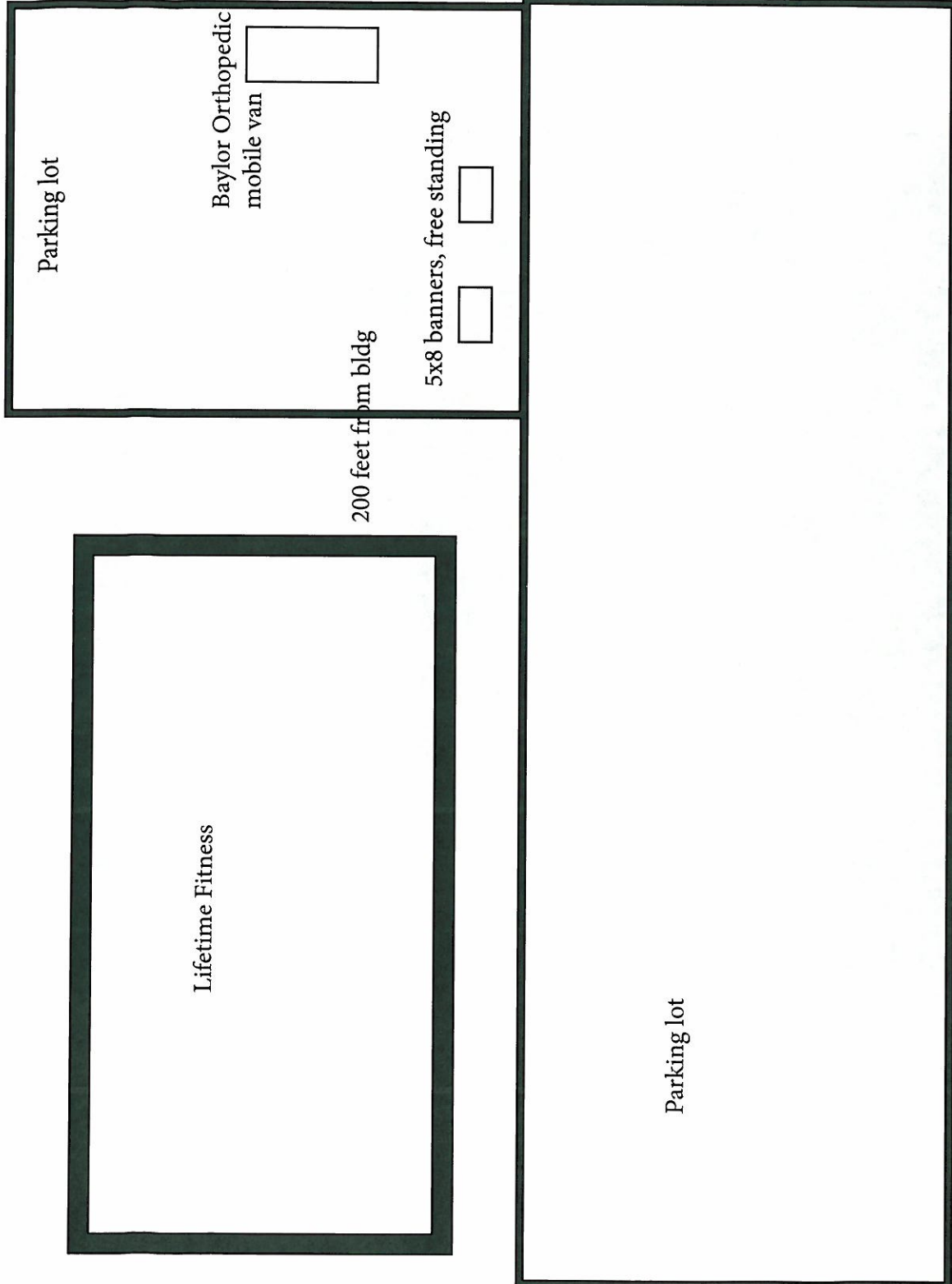
Andy Valdes General Manager  
Printed Name/ Job Title

\_\_\_\_\_  
Mailing Address

682.422.2367

\_\_\_\_\_  
Contact Phone Number

stop & deposit



Debbie Lane

Site plan for Repetitive Fitness



1200 East Broad Street, Mansfield, TX 76063  
www.mansfield-tx.gov Fax: 817-477-1416

### Promotional Signage Display Application

Installation Address	1551 E Debbie Lane	Suite No.	
Tenant/Business	Lifetime Fitness		
Applicant*	Out Hunger c/o Rand Jenkins	Phone No.	214.546.3087
*Will be called for information about the sign and when the permit is ready for pick-up			

<b>Sign Company</b>			
Name	Self created and printed	Contact Name	
Address		City	State Zip
Phone No.		Email	
<b>Purpose of Sign</b>			
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	Nov 9, 2013 <i>only from 8-1:00 pm</i>		
<b>Type of Sign</b>			
Banner <input checked="" type="checkbox"/>	Quantity: 2	Size in Sq Feet 40sf	Height and Width in Feet 5w x 8h
Balloon <input type="checkbox"/>	Quantity:	Wind Signs (pennants, streamers) <input type="checkbox"/>	Quantity:
<b>Please read and Include the Following Information With This Application</b> <i>THIS PERMIT APPLICATION WILL BE AUTOMATICALLY DENIED IF ALL INFORMATION IS NOT COMPLETED/PROVIDED.</i>			
1. <b>SIGN CONTENT:</b> For all signs, include a simple drawing or attach a picture of the sign, showing sign content and dimensions. <b>List everything that you plan to put up for the promotion.</b>			
2. <b>SITE PLAN SHOWING LOCATION OF SIGN(S):</b>			
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. <b>NOTE:</b> 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		
Property Owner or Manager Printed Name & Signature		*REQUIRED

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



