



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

Special Event Application	
Organization/Group: MANSFIELD FARMERS MG	Date: MAR 15, 2014
Applicant: REX WENGER	
Applicant's Address: 6916 HOLLOW OAK TRAIL	Phone No. 817-501-6027
*Will be called for information needed and when the permit is ready for pick-up	Email:
Address of Event: 206 SMITH ST (PARKING LOT)	
Description & Activities:  PROVIDE PLACE FOR VENDORS TO SELL PRODUCE  AND OTHER PRODUCTS	
Date of Event: MAY 17 THRU OCT 11, 2014	Hours of Event: 8 AM - 1 PM
Public Invited or Private Party? PUBLIC	Estimated Number of Attendees 250 - 350
Is the event in a Mansfield Park? 10	*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? 🖊 🔿	*If yes, Insurance is required
Is the event on Private Property other than your own? $\c \c \c \c$	*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? $\wedge\!\!/ \circ$	*If yes, a separate permit is required.
Do you plan to have any Promotional Signs? YES (banners, streamers, balloons)	*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? NO	*If yes, attach an explanation and the name and contact number of person you are making arrangements with.
Please Read and Include the Following Information With This Application  • 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:  **Rex VIENGER**  **Applicant's Signature**  **Rex VIENGER**  **Rex VIENGER**  **Rex VIENGER**  **Applicant's Signature**  **Rex VIENGER**  **Rex	
KEX WENGER Ky 3 Wenny	

# City of Mansfield SPECIAL EVENT APPLICATION

Today's Date: \_March 15, 2014 \_\_\_\_\_

Organiza ion/Group: \_Mansfield Farmers Market

Applicant Name: \_Rex Wenger

Applicant Address: 6916 Hollow Oak Trail, Mansfield, TX 76063-4930

Phone: 81 7-501-6027

Event Address: 206 Smith St. Date: Each Saturday May 17 thru Oct 11, 2014 8 AM to 1:PM

## Event Narne, Purpose & Description:

Mansfield Farmers Market provides a place for local / area vendors to display and sell their products. The location was chosen to encourage Mansfield citizens to see and shop in Historic Downtown Mansfield.

History of Event (if any): In operation in 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013 with steady growth each year in numbers of vendors and customers.

Expected Size of Audience: 250-350 Will fees be charged? NO YES

The first Saturday is free to new vendors. All other Saturdays, new /returning vendors will pay \$10.00 for a parking space (9' x 17'). All fees collected are used for market operational expenses / improvement.

List all proposed activities: \*Attach a site plan to show any outdoor activities.

Market activity with vendors under canopies. Special entertainment: Blue Grass Gospel music. Equipment: 2 JDL speakers, 100 watts, 120 volts

- Will this event be held at a Mansfield park? NO YES \*If yes, do you have a reservation? NO YES
- Is the event on private property other than your own? NO YES \*If yes, attach written permission letter
- Will there be new or temporary electric lines installed for this event? NO YES \*If yes, attach a site plan showing line locations. Note: A registered electrician must obtain a permit and have an inspection.
- Do you plan to use a generator(s) for electrical power? NO YES \*If yes, show location on site plan.
- Will any Tents be used for this event? NO YES \*If yes, a separate permit will be required. Please read and follow directions on the attached tent permit application before submitting
- Will there be any promotional displays (banners, streamers) for your event? NO YES \*If yes, a separate permit will be required. Please read and follow directions on the attached promotional signage application before submitting. A banner on administrative canopy facing Broad St. An American Flag may be displayed on Smith St.

### City of Mansfield Assistance Requested:

- Barricades/Cones requested? NO YES \*If yes, attach a site plan indicating exactly where you propose the street be closed and attach a signed resident roster. A resident roster sign-off sheet is included in this packet.
- Police Assistance requested? NO YES \*If yes, attach an explanation of assistance requested ( fees may apply)
- ++ Add "Mansfield Farmers Market" signage to existing sign pole.

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

**Promotional Signage Display Application** Installation Address Suite No. Tenant/Business Applicant\* Phone No. 7-501-6027 \*Will be called for information about the sign and when the permit is ready for pick-up Sign Company Name Contact Name Address City State Zip Phone No. Email **Purpose of Sign** Special Event Sale or Promotion [ Grand Opening Other 🗌 Date Requesting Display to Begin Type of Sign aced IM Banner Quantity: Size in Sa Feet Height and Width in Feet Balloon Quantity: Wind Signs (pennants, streamers) 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 Permit Fee ninety (90) days is required between each display. One (1) Grand Opening display is \$40 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. Applicant's Signature Property Owner or Manager \*REQUIRED **Printed Name & Signature** FOR OFFICE USE Comments Approve Planning Dept Deny Date

"Banner to be on canopy

# MARSFIELD FARMER'S MARKET

206 SMITH ST. @ OAK STREET

# **SATURDAY**

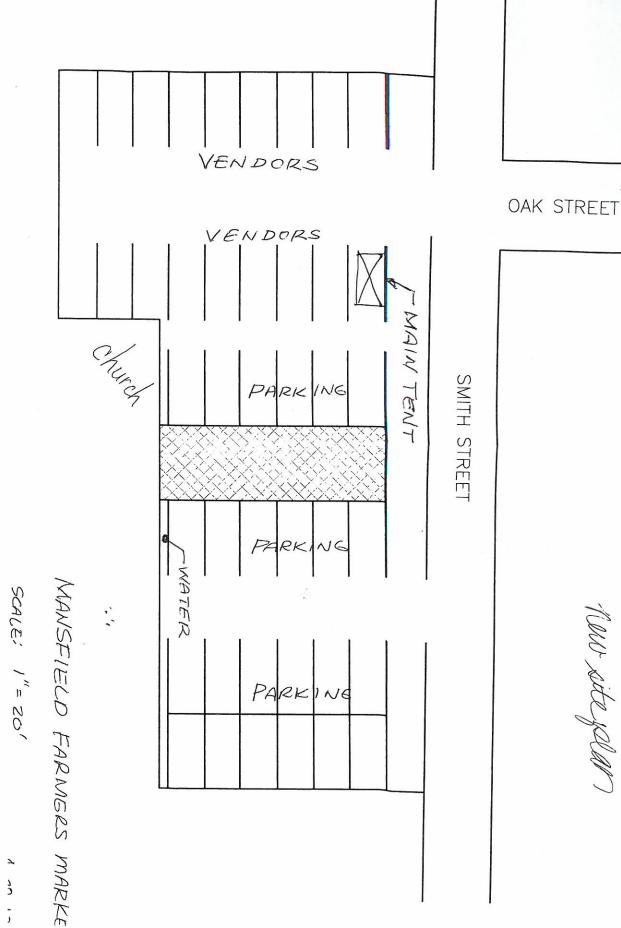
8:00AM to 1:00 PM

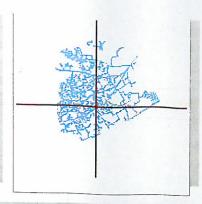
# MAY 17 TO OCTOBER 11 2014

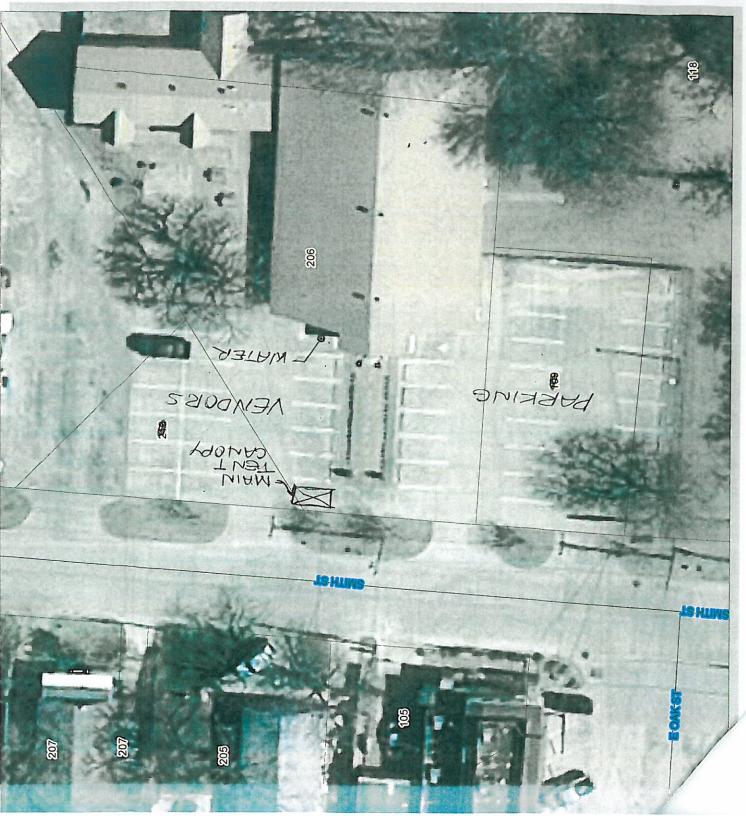
POTTED PLANTS, BAKED GOODS, FRESH PRODUCE, JEWELRY, HONEY, CLOTHES, BABY CLOTHES, ARTS & CRAFTS, CANDLES and more

FOR MORE INFORMATION CALL:

REX WENGER 817 501-6027 JOHN COX 817 473-8733









## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS 03/28/14 CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). CONTACT NAME: PRODUCER Jerry Kralich PHONE (A/C, No, Ext): E-MAIL KnH Insurance Services (817) 453-1477 (817) 453-1473 1000 N. Walnut Creek Drive, Suite E jkralich@knhinsurance.com ADDRESS: Mansfield, TX 76063 INSURER(S) AFFORDING COVERAGE NAIC # Phone (817) 453-1477 Fax (817) 453-1473 INSURER A: INSURED INSURER B: Mansfield Farmers Market INSURER C: 6916 Hollow Oak Trail INSURER D INSURER E Mansfield, TX 76063 817-501-6027 INSURER F: COVERAGES **CERTIFICATE NUMBER: REVISION NUMBER:** THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS ADDL SUBR POLICY EFF POLICY EXP TYPE OF INSURANCE POLICY NUMBER LIMITS **GENERAL LIABILITY** EACH OCCURRENCE \$ 1,000,000.00 DAMAGE TO RENIED PREMISES (Ea occurrence) COMMERCIAL GENERAL LIABILITY \$ 300,000.00 CLAIMS-MADE V OCCUR B3010044476 MED EXP (Any one person \$ 10,000.00 Y Α 04/20/2014 04/20/2015 PERSONAL & ADV INJURY \$ 1,000,000.00 GENERAL AGGREGATE s 2,000,000.00 GEN'L AGGREGATE LIMIT APPLIES PER: PRODUCTS - COMP/OP AGG \$ 2,000,000.00 POLICY PRO-AUTOMOBILE LIABILITY COMBINED SINGLE LIMIT (Ea accident) ANY AUTO BODILY INJURY (Per person) \$ ALL OWNED SCHEDULED AUTOS NON-OWNED BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) HIRED AUTOS \$ \$ **UMBRELLA LIAB** OCCUR EACH OCCURRENCE \$ **EXCESS LIAB** \_ CLAIMS-MADE AGGREGATE \$ DED RETENTION \$ \$ WORKERS COMPENSATION WC STATU-TORY LIMITS AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? E.L. EACH ACCIDENT (Mandatory in NH) E.L. DISEASE - EA EMPLOYE \$ If yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Location: 206 Smith St Mansfield, TX 76063 CERTIFICATE HOLDER CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE City of Mansfield THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. 1200 East Broad Street Mansfield, TX 76063 AUTHORIZED REPRESENTATIVE