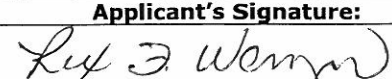


RECEIVED  
 DATE  
 MAR 28 2014

**Special Event Application**

Organization/Group: <b>MANSFIELD FARMERS MKT</b>	Date: <b>MAR 15, 2014</b>
Applicant: <b>REX WENGER</b>	
Applicant's Address: <b>6916 HOLLOW OAK TRAIL</b>	Phone No. <b>817-501-6027</b>
*Will be called for information needed and when the permit is ready for pick-up	Email:
Address of Event: <b>206 SMITH ST (PARKING LOT)</b>	
Description & Activities: <b>PROVIDE PLACE FOR VENDORS TO SELL PRODUCE AND OTHER PRODUCTS</b>	
Date of Event: <b>MAY 17 THRU OCT 11, 2014</b>	Hours of Event: <b>8 AM - 1 PM</b>
Public Invited or Private Party? <b>PUBLIC</b>	Estimated Number of Attendees <b>250-350</b>
Is the event in a Mansfield Park? <b>NO</b>	*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? <b>NO</b>	*If yes, Insurance is required
Is the event on Private Property other than your own? <b>NO</b>	*If yes, signed permission is required
Will there be any new or temporary electric lines installed? <b>NO</b>	
*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.	
Will you be using generators? <b>NO</b>	*If yes, show location on the site plan
Do you plan to have any Tents? <b>NO</b>	*If yes, a separate permit is required.
Do you plan to have any Promotional Signs? (banners, streamers, balloons) <b>YES</b>	*If yes, a separate permit is required
City of Mansfield Assistance Requested:	
Barricades/ Street Closure? <b>NO</b>	*If yes, show on site plan where you want to close the street and a resident roster must be submitted
Police/Traffic Control/Security? <b>NO</b>	*If yes, attach an explanation and the name and contact number of person you are making arrangements with.
<p style="text-align: center;"><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>	
<b>Applicant's Printed Name:</b>	<b>Applicant's Signature:</b>
<b>REX WENGER</b>	

City of Mansfield  
**SPECIAL EVENT APPLICATION**

Today's Date: March 15, 2014

Organization/Group: Mansfield Farmers Market

Applicant Name: Rex Wenger

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

Phone: 817-501-6027

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

**Event Name, 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, which was approved in 2005. 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	206 Smith St	Suite No.	
Tenant/Business	Farmer's Market		
Applicant*	Rex Wenger	Phone No.	817-501-6027
*Will be called for information about the sign and when the permit is ready for pick-up			

<b>Sign Company</b>			
Name	N/A	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	every Sat. from May 17 thru Oct 11 <sup>th</sup>		
<b>Type of Sign</b> to be placed on Admin. Tent Canopy			
Banner <input checked="" type="checkbox"/>	Quantity: 1	Size in Sq Feet	Height and Width in Feet
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

*wants to waive the fee as have in the past*

Applicant's Signature	[Redacted]
Property Owner or Manager Printed Name & Signature	*REQUIRED

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

"Banner to be on canopy"



SCALE 1" = 10"



# MANSFIELD FARMER'S MARKET

206 SMITH ST. @ OAK STREET

**SATURDAY**

8:00AM to 1:00 PM

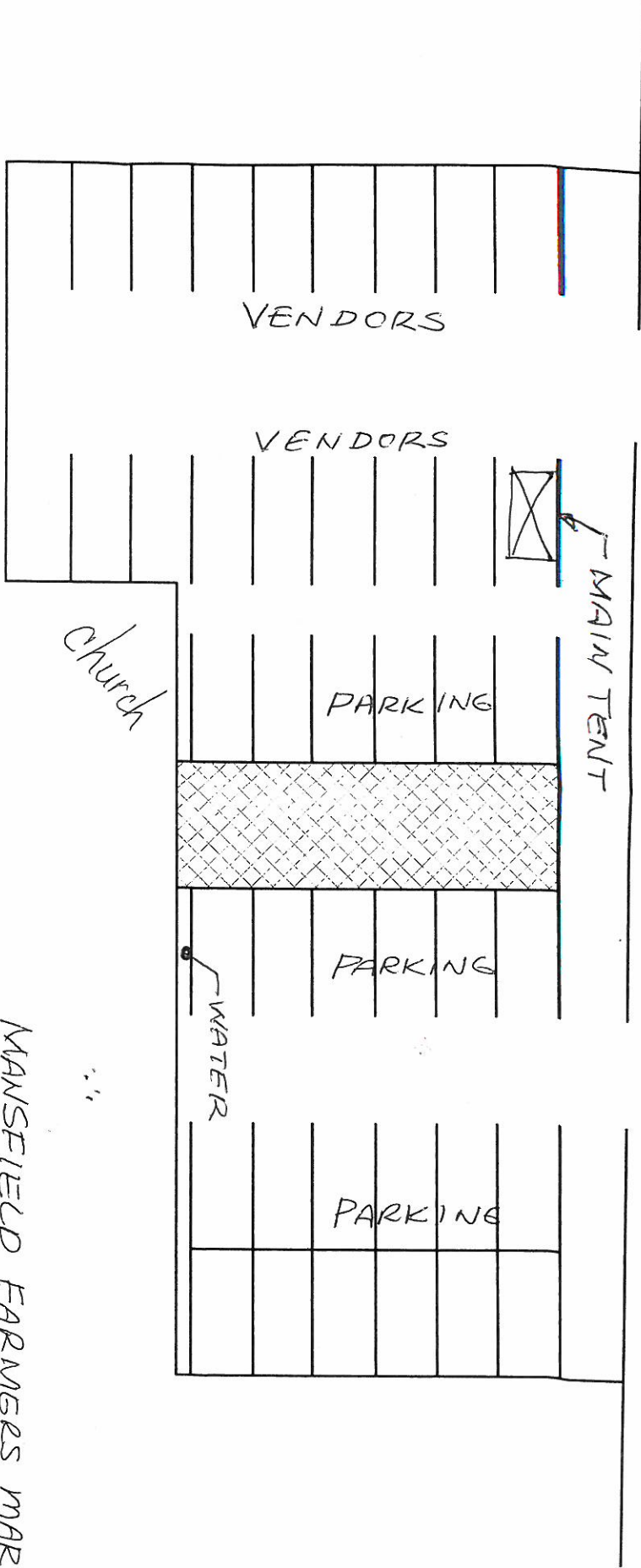
MAY 17 TO OCTOBER 11  
2014

*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



OAK STREET

SMITH STREET

*Not site plan*

MANSFIELD FARMERS MARKET  
 SCALE: 1" = 20'





City limits

