

Special Event Application

Organization/Group: <u>City of Mansfield</u>		Date: <u>September, 14, 2015</u>
Applicant: <u>Angie Henley</u>		
Applicant's Address: <u>210 Smith Street</u>		Phone No. <u>817.804.5795</u>
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up		Email:
Address of Event: <u>Main Street</u>		
Description & Activities: <u>Concert, vendor booth (craft + food), beer tents, kids activities</u>		
Date of Event: <u>September 12, 2015</u>		Hours of Event: <u>2:00 - 11:00 pm</u>
Public Invited or Private Party? <u>yes</u>		Estimated Number of Attendees <u>19000</u>
Is the event in a Mansfield Park? <u>NO</u>		*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? <u>yes</u>		*If yes, Insurance is required
Is the event on Private Property other than your own?		*If yes, signed permission is required
Will there be any new or temporary electric lines installed?		
*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 pop-up canopies? <u>yes</u>		
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: <u>yes</u>		
Barricades/ Street Closure? <u>yes</u>		*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? <u>yes - Daniel Serwin</u>		*If yes, attach an explanation and the name of the person you are working with
<p style="text-align: center;">Please Read and Include the Following Information With This Application</p> <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:
<u>Angie Henley</u>		<u>Angie Henley</u>

* Shuttle service

Waiting
Permission granted from Kelly Hall MISD
at MISD to use RL Anderson and



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

Temporary Tent Application

Tent location Address		Smith Street, Main Street		Suite No.	
Tenant/Business		Rental Stop			
Applicant*	City of Mansfield			Phone	817-804-5795
Applicant Address			210 Smith Street		
E-mail					
*Will be called for questions and/or when the permit is ready for pick-up					
Tent Company					
Tent Company Name		Rental Stop		Contact Number	972-336-0059
Company Address		2935 TX-360, Grand Prairie 75852			
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: 9/11 -		Removed: 9/14	
Size and Height of Tent (in feet at tallest peak)					
#1 Tent Size		10 x 20		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			
Applicant's Signature		Angie Henley			
Property Owner/Manager Printed Name					
Property Owner/Manager Signature *REQUIRED					

AGREEMENT TO ASSIST AT SPECIAL EVENT

Special Event Name and Date: Wurstfest / Mansfield 125

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

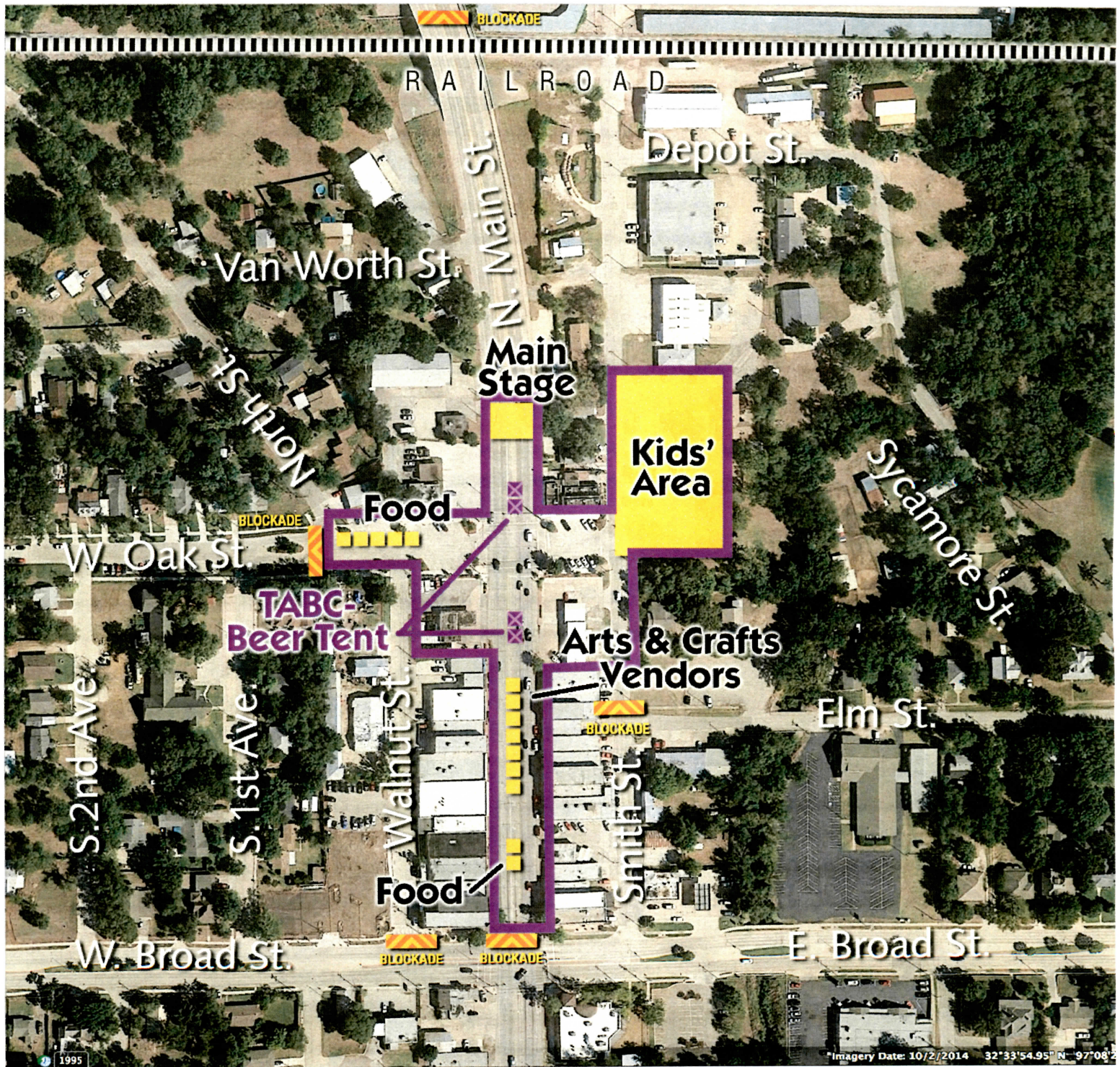
Angie Henley
Printed Name/ Job Title

210 Smith Street, Mansfield, TX 76063
Mailing Address

214 557-6438
Contact Phone Number

angie.henley@MansfieldTX.gov
E-mail

Wurstfest Map



Wurstfest Map



■ Business vendors

■ bounce houses with generators