

Special Event Application

Organization/Group: <u>Luminate Events LLC</u>		Date: <u>04/02/15</u>
Applicant: <u>Daniel Kao</u>		
Applicant's Address: <u>4317 Jeker Dr. Plano, TX</u>		Phone No. <u>214-566-1818</u>
*Will be called for information needed and when the permit is ready for pick-up <u>75074</u>		Email: <u>daniel@fireflyrun.com</u>
Address of Event: <u>490 Heritage Pkwy. Mansfield, TX 76063</u>		
Description & Activities: <u>5K evening run with after-party at Water Park</u>		
Date of Event: <u>08/15/15</u>		Hours of Event: <u>6:00pm - 11:00pm</u>
Public Invited or Private Party? <u>Public</u>		Estimated Number of Attendees <u>700</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? <u>Yes</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>No 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>No</u>		*If yes, a separate permit is required
City of Mansfield Assistance Requested:		
Barricades/ Street Closure? <u>Yes</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>Yes</u>		*If yes, attach an explanation and the name and contact number of person you are making arrangements 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>Daniel Kao</u>		<u>Daniel Kao</u>

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

Luminate Events LLC

(person, group or business name)

permission to have their special event on said property.

Property address:

490 Heritage Pkwy. Mansfield, TX 76063

Please check all that apply:

- ☒ Entire Special Event, including all activities listed, are approved be held at this location.
- ☐ Approved for overflow parking and/or shuttle area to be held at this location.
- ☐ 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)
- ☐ Approved to place Bounce Houses, Petting Zoo, Children's Games and/or Kid's activities
- ☐ Misc. Approved: _____

Jason Martin

Signature

Jason Martin / General Manager

Printed Name/ Job Title

490 Heritage Pkwy. S. Mansfield, TX 76063

Mailing Address

817.405.0628

Contact Phone Number



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

Temporary Tent Application

Tent location Address		490 Heritage Pkwy.	Suite No.				
Tenant/Business		Hawaiian Falls Mansfield					
Applicant*	Daniel Kao		Phone No.	214-566-1818			
Applicant Address							
*Will be called for information about the tent and when the permit is ready for pick-up							
Tent Company							
Tent Company Name		Luminato Events	Contact Number	214-566-1818			
Company Address		4317 Jaker Dr. Plano, Tx 75074					
Purpose of Tent:		Registration, Check-in, Sponsors					
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: 08/15/15	Removed: 08/15/15				
Size and Height of Tent (in feet at tallest peak)							
#1 Tent Size	10 x 10	Height in feet #1	9 ft.				
#2 Tent Size	10 x 10	Height in feet #2	9 ft.				
#3 Tent Size	10 x 10	Height in feet #3	9 ft.				
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		Daniel Kao					
Applicant's Signature		[Signature]					
Property Owner/Manager Printed Name		Jason Martin					
Property Owner/Manager Signature *REQUIRED		[Signature]					