



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

### Special Event Application

Organization/Group <u>MHS Band Boosters</u>		Today's Date <u>6/19/15</u>	
Applicant Name <u>Jason Smith</u>			
Applicant Address <u>1301 Hidden Oaks dr.</u>		Phone No. <u>817-919-4431</u>	
*Will be called for information needed and when the permit is ready for pick-up		Email <u>mhs+bbfirstvp@gmail.com</u>	
Address of Event <u>ABors, Estates of Creekwood</u>			
Description & Activities: <u>MHS Band will march through the above listed neighborhoods.</u>			
Date(s) of Event <u>8/15/15</u>		Hours of Event: <u>8-12 pm</u>	
Annual Event or 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year?		Estimated Number of Attendees <u>275</u>	
Will Fees be charged? <u>No</u>		Public Invited or Private Party? <u>Residents in front of their homes</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 to Cross Street only</u>		*If yes, Insurance is required	
Is the event on Private Property other than your own? <u>City Streets</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 any generators? <u>No</u>		*If yes, indicate the location on the site plan	
Do you plan to have any Tents? <u>No</u>		*If yes, a separate permit is required.	
Do you plan to have any Promotional Signs (i.e. banners, streamers, balloons)? <u>No</u>		*If yes, a separate permit is required	
<b>City of Mansfield Assistance Requested:</b>			
Barricades/ Street Closure	<u>N/A</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>misD PO</u>	<u>N/A</u>	*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 Signature and Date: <u>[Signature]</u>		<u>6/19/15</u>	
<b>FOR OFFICE USE</b>			
MAC	PUBLIC WORKS	FIRE DEPT	PLANNING
POLICE DEPT	DEV SERVICES	PARKS	
CITY COUNCIL	AGENDA:		

## AGREEMENT TO ASSIST AT SPECIAL EVENT

Special Event Name and Date: \_\_\_\_\_

**Name of Group Assisting:**

☐ Mansfield Police

☒ MISD Police

☐ Constable Office

☐ Other \_\_\_\_\_

**Please check all that apply:**

☐ We have an agreement to be Security Escorts.

☒ We have an agreement to be Traffic Officers.

☐ We have an agreement to be Security Officers for this Special Event.

☐ Other:

\_\_\_\_\_  
\_\_\_\_\_



Signature

Eric Robertson Police Sergeant

Printed Name/ Job Title

1522 N. Walnut Creek Dr. Mansfield, TX. 76063

Mailing Address

817-299-6000

Contact Phone Number



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/15/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS 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).

<b>PRODUCER</b> Upshaw Insurance Agency, Inc. 801 S. Fillmore, Suite 300 Amarillo TX 79101		<b>CONTACT NAME:</b> Vickey Lester <b>PHONE (A/C, No, Ext):</b> 806-468-0400 <b>FAX (A/C, No):</b> 806-468-0450 <b>E-MAIL ADDRESS:</b> upshaw@upshaw-insurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> MHS Band Booster Club Eric or Sharon 900 N Walnut Cr Dr Ste 100 Mansfield TX 76063		<b>INSURER A:</b> American States Ins of Texas <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 19712	

**COVERAGES****CERTIFICATE NUMBER:** 2003734783**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.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y		25CC14188590	1/17/2015	1/17/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			25CC14188590	1/17/2015	1/17/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> DED RETENTION \$						OCCUR CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Property			25CC14188590	1/17/2015	1/17/2016	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: City of Mansfield is named as Additional Insured as their interest may appear.

**CERTIFICATE HOLDER****CANCELLATION**

City of Mansfield 1200 E Broad Street Mansfield TX 76063	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**\*(HOA) Homeowner's Association Permission to use streets in subdivision, if private streets**

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

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

MHS TIGER BAND BOOSTERS  
(person, group or business name)

permission to have their special event on said property.

Property address: THE ARBORS OF CREEKWOOD

**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: Permission to use streets within the subdivision for special event

Richard E. Littell  
Signature

RICHARD E. LITTELL, PRESIDENT, HOA  
Printed Name/ Job Title

2603 WOODBRIDGE TRAIL, MANSCFIELD, TX  
Mailing Address

817-473-8714  
Contact Phone Number, Email

\*(HOA) Homeowner's Association Permission to use streets in subdivision, if private streets

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

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

MHS Tiger Band Boosters  
(person, group or business name)

permission to have their special event on said property.

Property address: The Estates of Creekwood

**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: Permission to use streets within the subdivision for special event

Nathan Lindley  
Signature

NATHAN LINDLEY ESTATES HOA PRESIDENT  
Printed Name/ Job Title

1 TOSCANY CT. VILLAS FIELD, 76063  
Mailing Address

nblindley@att.net  
Contact Phone Number, Email

FAX TO JASON SMITH 817 453-0163

6/18/15

(HOA) Homeowner's Association Permission to use streets in subdivision. If private streets

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

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

MHS Tiger Band Boosters  
(person, group or business name)

permission to have their special event on said property.

Property address: The Lakes of Creekwood

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: Permission to use streets within the subdivision for special event

John Powers

Signature

JOHN POWERS / PRESIDENT

Printed Name/ Job Title

3300 WILDPONTE CT MANFIELD, TX 76063

Mailing Address

817 453-5534

azpowers@sbcglobal.net

Contact Phone Number, Email

(HOA) Homeowner's Association Permission to use streets in subdivision, if private streets

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

MHS Tiger Band Boston  
(person, group or business name)

permission to have their special event on said property.

Property address: Strawberry Fields Neighborhood

**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: Permission to use streets within the subdivision for special event

  
Signature

Steven R. Gatz (HOA President)  
Printed Name/ Job Title

3205 5th Pepper CT Mansfield  
Mailing Address

972-632-6106 / stevengatz@yahoo.com  
Contact Phone Number, Email



Ad

**Legends at Lowes Farm** www.maac.com Modern 1-3 BR Floorplans with Designer Interiors. Mansfield, TX.

**YAHOO!**  
MAPS

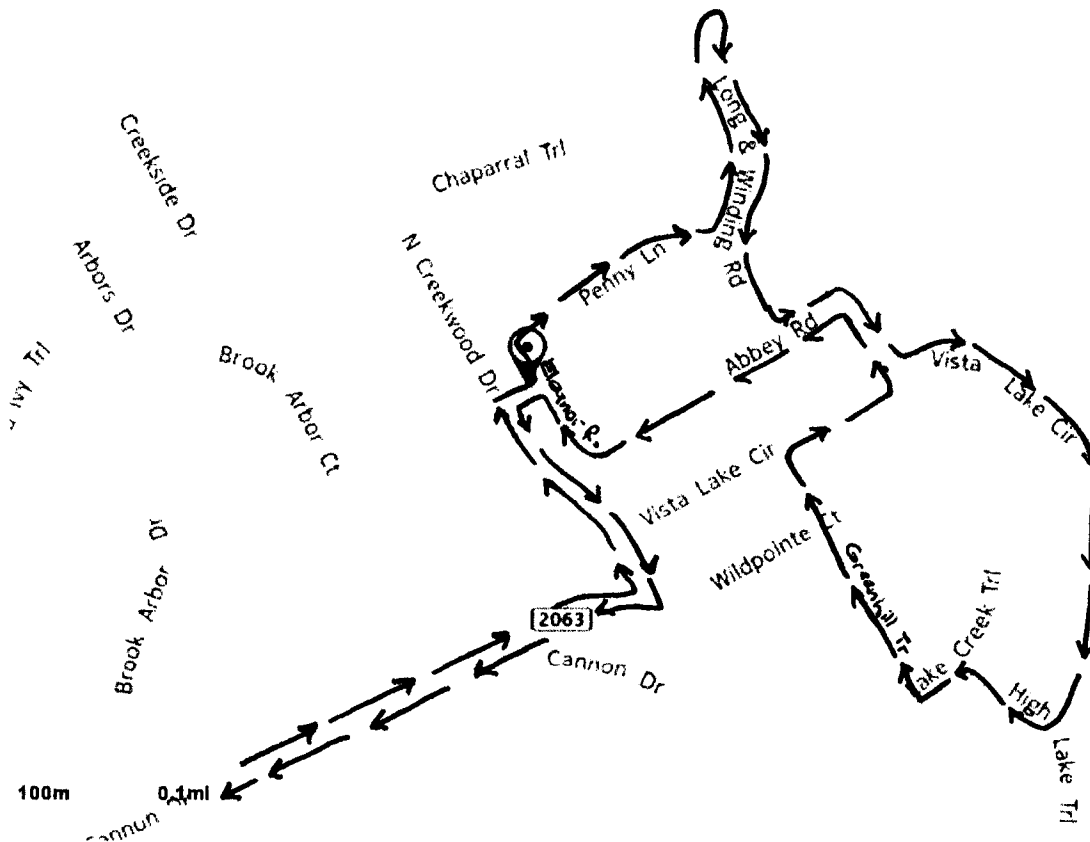
Strawberry Fields Dr, Mansfield, TX 76063

Enter notes here

10:00 Am-ish

255

Satellite



here

When using any driving directions or map, it is a good idea to double check and make sure the road still exists, watch out for construction, and follow all traffic safety precautions. This is only to be used as an aid in planning



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Ad

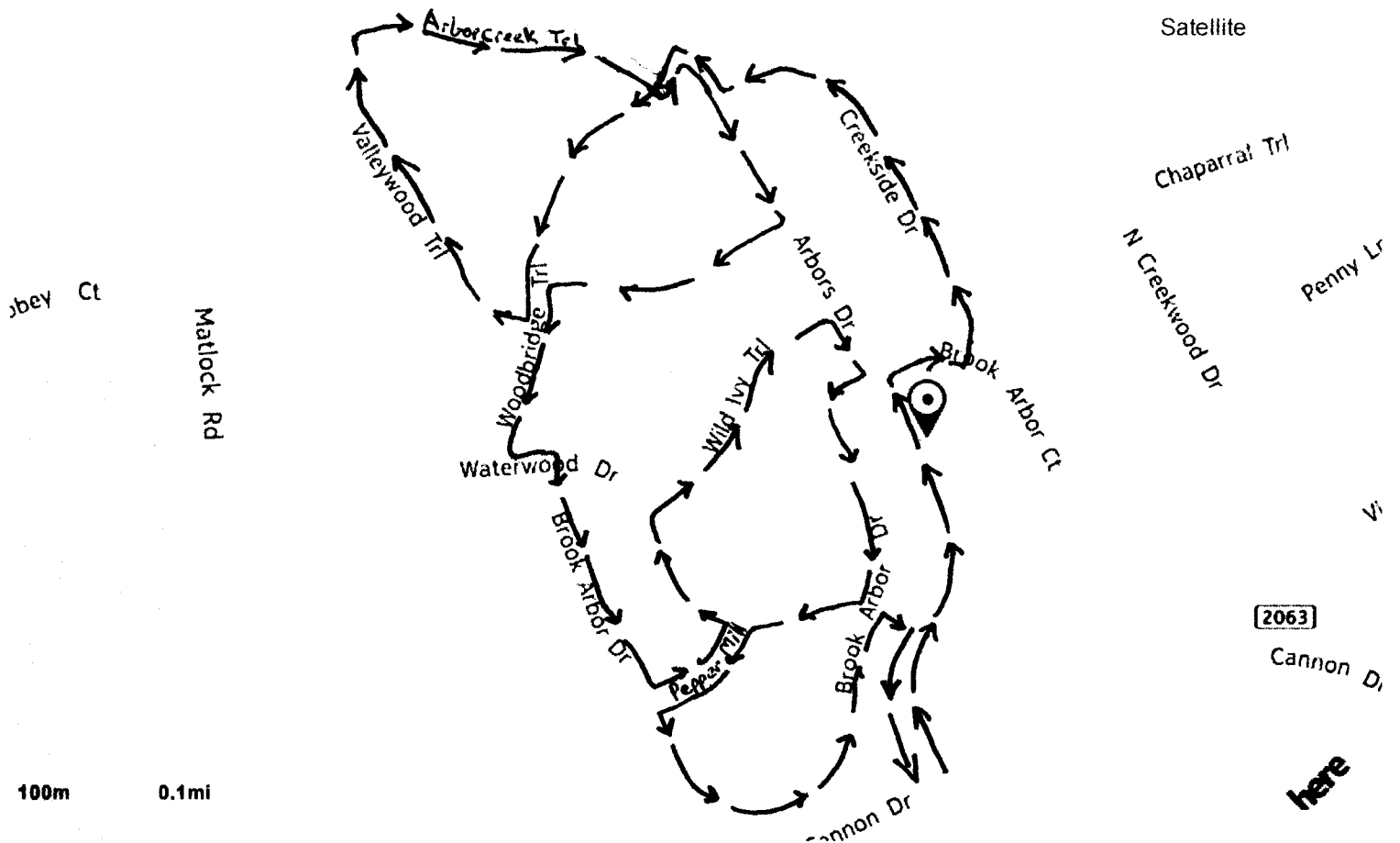
YAHOO!  
MAPS

Arbors Ct, Mansfield, TX 76063

8:00AM

Enter notes here

255



When using any driving directions or map, it is a good idea to double check and make sure the road still exists, watch out for construction, and follow all traffic safety precautions. This is only to be used as an aid in planning