MANSFIELD T E X A S

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

Special Event Application

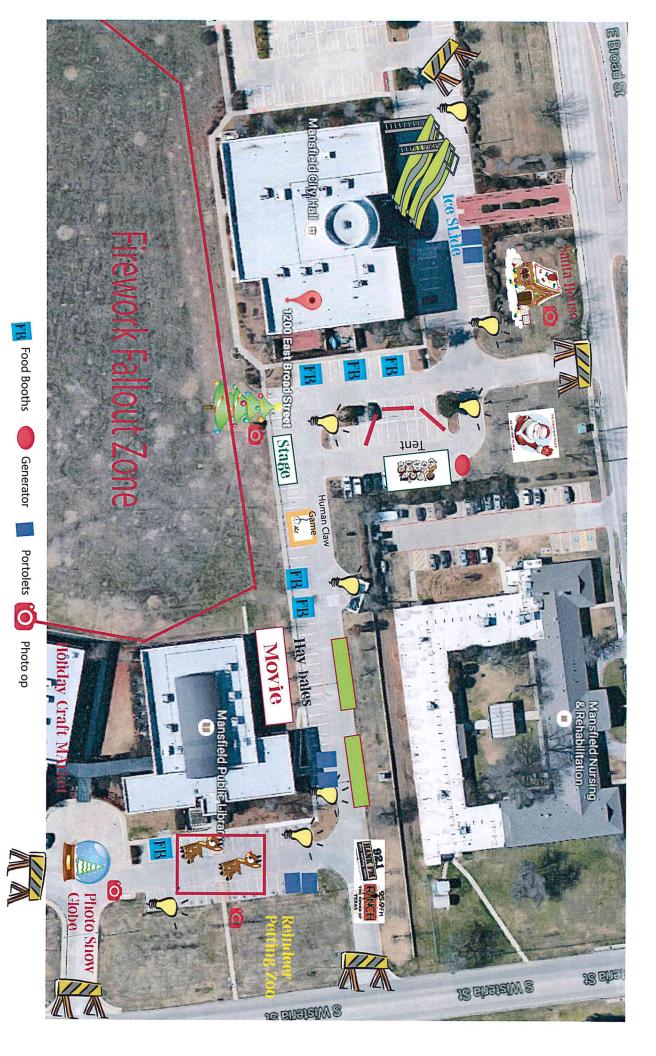
| Organization/Group: Uty of Manshad | Date: 11-7-16 | | | | | | |
|---|--|--|--|--|--|--|--|
| Applicant: Angle Henien | | | | | | | |
| Applicant's Address: | Phone No. 817 804 5795 | | | | | | |
| *Will be called or emailed for more information needed a when the permit is ready for pick-up | nd/or Email: age nentry @ mansfeld- | | | | | | |
| Address of Event: 1200 & Broad | <u> </u> | | | | | | |
| Description & Activities: Friand - Frenorks, Music Kids activities Shi - Parade Downtown | | | | | | | |
| Date of Event: December 2-3 | Hours of Event: 5-10 / NOON - 5:00 p | | | | | | |
| Public Invited or Public | estimated Number 3500 / 4000 | | | | | | |
| Is the event in a Mansfield Park? | *If yes, Insurance is required | | | | | | |
| Do you plan to Temporarily Close a Public Street? | Wday *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 in | stalled? N Ö | | | | | | |
| *If yes, a registered Electrician must obtain a permit. Indicate t | he line locations on the site plan. | | | | | | |
| Will you be using generators? | *If yes, show location on the site plan | | | | | | |
| Do you plan to have any Tents? \mathcal{U} | *If yes, a separate permit is required. | | | | | | |
| Do you plan to have any pop-up canopies? | | | | | | | |
| Do you plan to have any Promotional Signs? (banners, streamers, balloons) | *If yes, a separate permit is required | | | | | | |
| City of Mansfield Assistance Requested: | | | | | | | |
| Barricades/ Street Closure? Sat - Parade K | *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? Daniel Shaw | *If yes, attach an explanation and the name of the person you are working 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: | | | | | | |
| I trigle Henrey | Unge Hur | | | | | | |



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

Temporary Tent Application

| Tent location Address | - CityHall | hat- | Maun St. | Suite No. | | |
|--|-------------------------|----------------|------------------------|------------|--------------------|--|
| Tenant/Business | | | | | | |
| Applicant* | Phone | | | | | |
| Applicant Address | | | E-mail | | _ | |
| *Will be called for questions and/or when | the permit is ready for | r pick-up | | | | |
| Tent Company Rental | Stop | | | | | |
| Tent Company Name | | Conta | ct Number | 817-54 | 3-5357 | |
| Company Address | | | | | | |
| Purpose of Tent: | | | | | | |
| Special Event Sale or Prom | | embly 🗌 | Other | | | |
| Dates Tent will be on the Propert | y Erected: 12/4 | 1215 Re | moved: | sime de | ry . | |
| Size and Height of Tent (in | | peak) | | | | |
| #1 Tent Size 10 y 20 | | Height in feet | | | | |
| #2 Tent Size | | Height in feet | | | | |
| #3 Tent Size | | Height in feet | | | | |
| | | | | | | |
| Please read and Include th | e Following In | formation \ | With This Ap | pplication | 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 be period not to exceed thirty (30) to be erected in any required yard s | days and <u>no more</u> | than once a | <u>year</u> . No tents | | | |
| Applicant's Printed Name & Date | Angu | Henle |) | | | |
| Applicant's Signature and Hele | | | | | | |
| Property Owner/Manager | | U 3 | · | | × | |
| Printed Name Property Owner/Manager | | | | | | |



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 |
|--|
| |
| (Person, group or business name) |
| permission to have their special event on said property. |
| Property address: 4 Jude Catholic Church |
| 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: |
| <u>bee attachment</u> |
| Signature |
| Printed Name/ Job Title |
| Mailing Address |
| Contact Phone Number |



Andrew Binz <andrew.binz@mansfield-tx.gov>

2016 Hometown Holidays Parade

Father George Foley <georgehfoley@sbcglobal.net>
To: Andrew Binz <andrew.binz@mansfield-tx.gov>

Wed, May 25, 2016 at 1:44 PM

Andrew

I am not sure the definition of a letter of approval is fulfilled by this e mail
St Jude Catholic Church offers the use of the parking lot for the Christmas parade on December 3rd 2016. St
Jude is proud to be the starting point of this parade and we give our consent without reservation.
Fr George H Foley
Pastor St Jude Church

From: Andrew Binz

Sent: Wednesday, May 25, 2016 1:34 PM

To: Father George Foley

Subject: 2016 Hometown Holidays Parade

Dear Fr. Foley,

The Mansfield Parks and Recreation Department would like to ask you for approval to use the St. Jude Catholic Church parking lot for the 2016 Hometown Holidays Parade. This year's parade will be held on Saturday, December 3rd with a start time of 2:30 pm. I anticipate that parade entries will start showing up at around noon to get in line for the parade. Typically the parade lasts until approximately 4:30 pm.

With approval, I will need a letter from you giving us permission to use your parking lot on that day between noon and 5:00 pm.

We certainly appreciate your support with past parades and look forward to working with you again this year.

Sincerely, Andrew Binz

Andrew Binz CPRP
Mansfield Parks and Recreation
817-804-5797
mailto:andrew.binz@mansfield-tx.gov

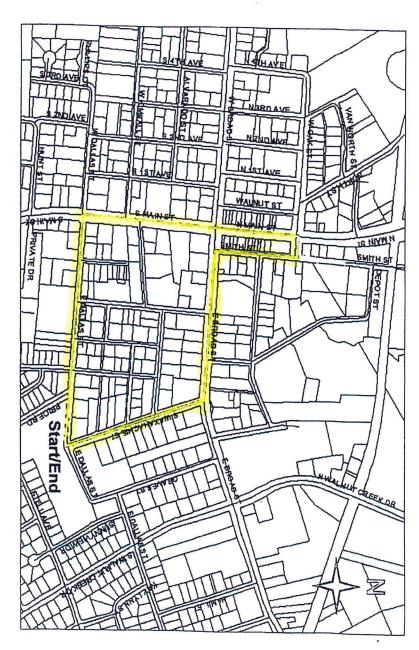
Like us on facebook.com/CityMansfieldTx
Follow us on twitter.com/CityMansfieldTx

Watch on YouTube.com



AGREEMENT TO ASSIST AT SPECIAL EVENT

| Special Event Name and Date: _ | Home | town | He | lidazo | + Parade |
|--|-----------------|---------------|---------|--------|----------|
| Name of Group Assisting: | | | | O | |
| 🗖 Mansfield Police | | | | | |
| ☐ MISD Police | | | | | |
| ☐ Constable Office | | | | | |
| ☐ Other | | | | | |
| Please check all that apply: | | | | | |
| \square We have an agreement to be \underline{T} | raffic Officers | for this Spe | cial Ev | rent. | |
| \square We have an agreement to be \underline{S} | ecurity Officer | s for this Sp | ecial E | vent. | |
| Other: | 15 field | PD | ~ | Daniel | Sherwar |
| Signature | | | | | |
| Printed Name/ Job | Title | | | | |
| Mailing Address | | | | , - | |
| Contact Phone Nur | mber | / | | E-mail | |



Hometown Holiday Parade Route