MANSFIELD TEXAS
1200 East Broad Street, Mansfield, TX 76063
www.mansfieldtexas.gov Fax: 817-728-3639

Special Event Application

Organization/Group: The Meredith Hatch Foundation	Date: 11-8-16
Applicant:	
Applicant's Address: 1609 Piccadilly Ct.	**Phone No.** 512-565-2582
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up	**Email:** meghan@run-fair.com
Address of Event:	
Description & Activities: 5K & 1K run	
Date of Event: Saturday November 19	Hours of Event: 6am-10am
Public Invited or Private Party? Public	Estimated Number of Attendees 1200
Is the event in a Mansfield Park? no	*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? yes	*If yes, Insurance is required
Is the event on Private Property other than your own? yes	*If yes, signed permission is required
Will there be any new or temporary electric lines installed? na	
*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.	
Will you be using generators? na	*If yes, show location on the site plan
Do you plan to have any Tents? na	*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? na	
Do you plan to have any Promotional Signs? (banners, streamers, balloons) na	*If yes, a separate permit is required
City of Mansfield Assistance Requested:	
Barricades/ Street Closure? yes	*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? yes Travis Waybourn	*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:**
Meghan Najera	Meghan J Najera

2016- Miles for Meredith

- As noted the course is USA Track and Field Certified and will be coned as it was in 2014 and 2015. The traffic cones are reflective and Mansfield PD has been requested to assist with traffic control. Last year Mansfield PD provided 4 officers and worked in tandem with MISD Police. MISD takes care ofopening the gate onto Cannon and onsite needs.
- Traffic cones will be dropped the morning of at or around 6am by RunFAR Racing Services, Inc. Knightsbridge gate will be opened and street available at 6am per Zane Arrott.
- As noted on the certified map and Inflatable arch which reads start and finish will be at the start/finish line and powered by school electricity. The same will be true for the small speaker system used for the national Anthem.
- All post race activities and food are free and will be hosted in the Mansfield High school lunch room.
- All certificates of insurance are provided through USA Track and Field and Essix.

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

Estates of Knights Bridge
(Person, group or business name)

permission to have their special event on said property.

Property address: The Estates of Knights Bridge Piccadilly Ct

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: Use of Street (Piccadilly Ct)

Signature

HOA Knightsbridge
Printed Name/ Job Title

11609 Piccadilly Ct
Mailing Address

512-569-0165
Contact Phone Number

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

Mansfield High School

(Person, group or business name)

permission to have their special event on said property.

Property address: 310 E. Broad St.

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: _____

Signature

Mike Vopal Assistant Principal

Printed Name/ Job Title

MikeVopal@misdmail.org

Mailing Address

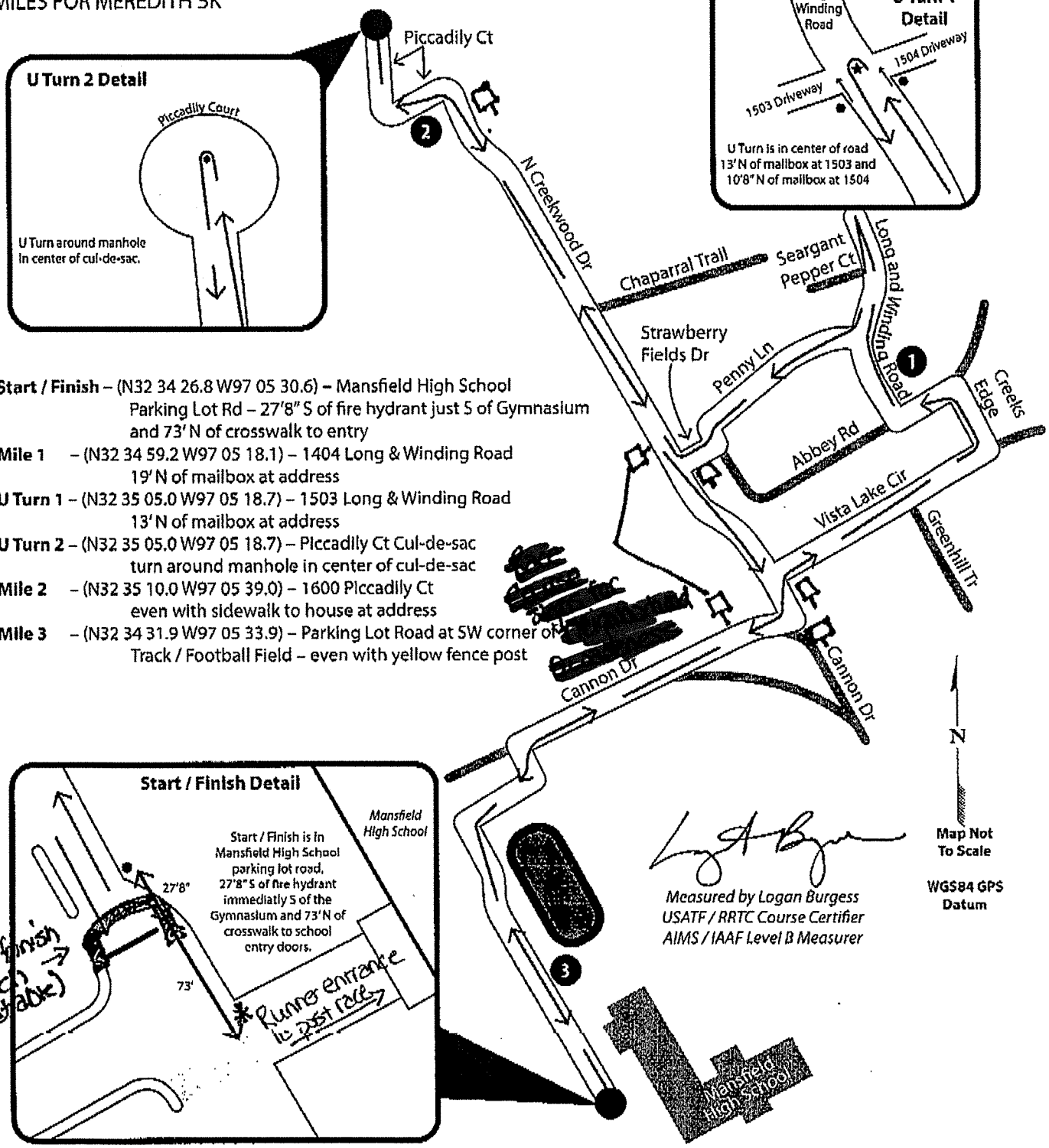
682-314-0167

Contact Phone Number

MILES FOR MEREDITH 5K

5 km - USATF Certification TX14057LAB - Mansfield, TX
Effective 11.16.2014 to 12.31.2024
Measured by Logan Burgess on 11.14.2014
Map not to Scale - No Restrictions

CERTIFIED COURSE USA TRACK & FIELD



Start / Finish – (N32 34 26.8 W97 05 30.6) – Mansfield High School Parking Lot Rd – 27'8" S of fire hydrant just S of Gymnasium and 73' N of crosswalk to entry

Mile 1 – (N32 34 59.2 W97 05 18.1) – 1404 Long & Winding Road 19' N of mailbox at address

U Turn 1 – (N32 35 05.0 W97 05 18.7) – 1503 Long & Winding Road 13' N of mailbox at address

U Turn 2 – (N32 35 05.0 W97 05 18.7) – Piccadily Ct Cul-de-sac turn around manhole in center of cul-de-sac

Mile 2 – (N32 35 10.0 W97 05 39.0) – 1600 Piccadily Ct even with sidewalk to house at address

Mile 3 – (N32 34 31.9 W97 05 33.9) – Parking Lot Road at SW corner of Track / Football Field – even with yellow fence post

CERTIFICATE OF INSURANCE

DATE: 11/8/2016

CERTIFICATE NUMBER: 20161028479584

AGENCY:

ESIX 3 LLC
d/b/a Entertainment & Sports Insurance eXperts (ESIX)
d/b/a Entertainment and Sports Insurance Agency (California)
2727 Paces Ferry Road, Building Two, Suite 1500
Atlanta, GA 30339
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

NAMED INSURED:

USA Track & Field, Inc.
132 East Washington Street, Suite 800
Indianapolis IN 46204

The Meredith Hatch Foundation

INSURERS AFFORDING COVERAGE:

INSURER A: Philadelphia Indemnity Ins. Co.
INSURER B: Philadelphia Indemnity Ins. Co.

EVENT INFORMATION:

Miles for Meredith (11/19/2016 - 11/20/2016)

POLICY/COVERAGE INFORMATION:

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:	
A	GENERAL LIABILITY					
	X Occurrence	PHPK1569618	11/1/2016 12:01 AM	11/1/2017 12:01 AM	GENERAL AGGREGATE (Applies Per Event)	$3,000,000
	X Participant Legal Liability				EACH OCCURRENCE	$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.)	$1,000,000
					MEDICAL EXPENSE (Any one person)	EXCLUDED
					PERSONAL & ADV INJURY	$1,000,000
					PRODUCTS-COMP/OP AGG	$3,000,000
B	UMBRELLA/EXCESS LIABILITY					
	X Occurrence	PHUB561340	11/1/2016 12:01 AM	11/1/2017 12:01 AM	EACH OCCURRENCE	$10,000,000
					AGGREGATE (Applies Per Event)	$10,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:

Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

The certificate holder is an additional insured as required by written contract or written agreement, but only for liability arising out of the negligence of the Named Insureds per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)

The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01).

The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).

Excess policy follows form of underlying General Liability.

CERTIFICATE HOLDER:

City of Mansfield
1200 E Broad St
Mansfield TX 76063

NOTICE OF CANCELLATION:

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:

CERTIFICATE OF INSURANCE

DATE: 11/8/2016

CERTIFICATE NUMBER: 20161028479583

AGENCY:

ESIX 3 LLC
d/b/a Entertainment & Sports Insurance eXperts (ESIX)
d/b/a Entertainment and Sports Insurance Agency (California)
2727 Paces Ferry Road, Building Two, Suite 1500
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Excess policy follows form of underlying General Liability.

CERTIFICATE HOLDER:

Methodist Hospital of Dallas DBA Methodist Mansfield Medical Center
1441 North Beckly Avenue
Dallas TX 75203

NOTICE OF CANCELLATION:

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AUTHORIZED REPRESENTATIVE:

CERTIFICATE OF INSURANCE

DATE: 11/8/2016

CERTIFICATE NUMBER: 20161028479586

AGENCY:

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d/b/a Entertainment & Sports Insurance eXperts (ESIX)
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CERTIFICATE HOLDER:

RunFAR Racing Services, Inc
1609 Piccadilly Ct
Mansfield TX 76063

NOTICE OF CANCELLATION:

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AUTHORIZED REPRESENTATIVE:

AGREEMENT TO ASSIST AT SPECIAL EVENT

Special Event Name and Date: Miles 4 Meredith

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:

_____

_____
Signature

Travis Waybourn
Printed Name/ Job Title

_____
Mailing Address

_____ / _____
Contact Phone Number E-mail