

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

Special Event Application

Organization/Group: The LOT downtown	Date: 02/07/19						
Applicant: Justin Gilmore							
Applicant's Address: 104 S Main St	Phone No. 817-966-2822						
*Will be called or emailed for more information needed when the permit is ready for pick-up							
Address of Event: 108 S Main St							
Description & Activities: Steak Cook-off Competition and Concert							
Date of Event: 10/05/19	Hours of Event: 7am - 7pm						
Public Invited or Private Party? Public invited	Estimated Number of Attendees 500						
Is the event in a Mansfield Park? No	*If yes, Insurance is required						
Do you plan to Temporarily Close a Public Street?	* 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? No							
*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.							
Will you be using generators? No	*If yes, show location on the site plan						
Do you plan to have any Tents? Yes	*If yes, a separate permit is required.						
Do you plan to have any pop-up canopies? Yes							
Do you plan to have any Promotional Signs? (banners, streamers, balloons) Ye	es						
City of Mansfield Assistance Requested:							
Barricades/ Street Closure? Yes, see attached	*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? No	*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 <u>all items</u> 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:						
Justin Gilmore	Here						

PERMISSION TO USE 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 of the property described hereinbelow, do grant

_____Level 5 Holdings______ (person, group or business name) permission to have their special event on said property.

Property address: 108 S Main Street

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 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 kids activities for event.

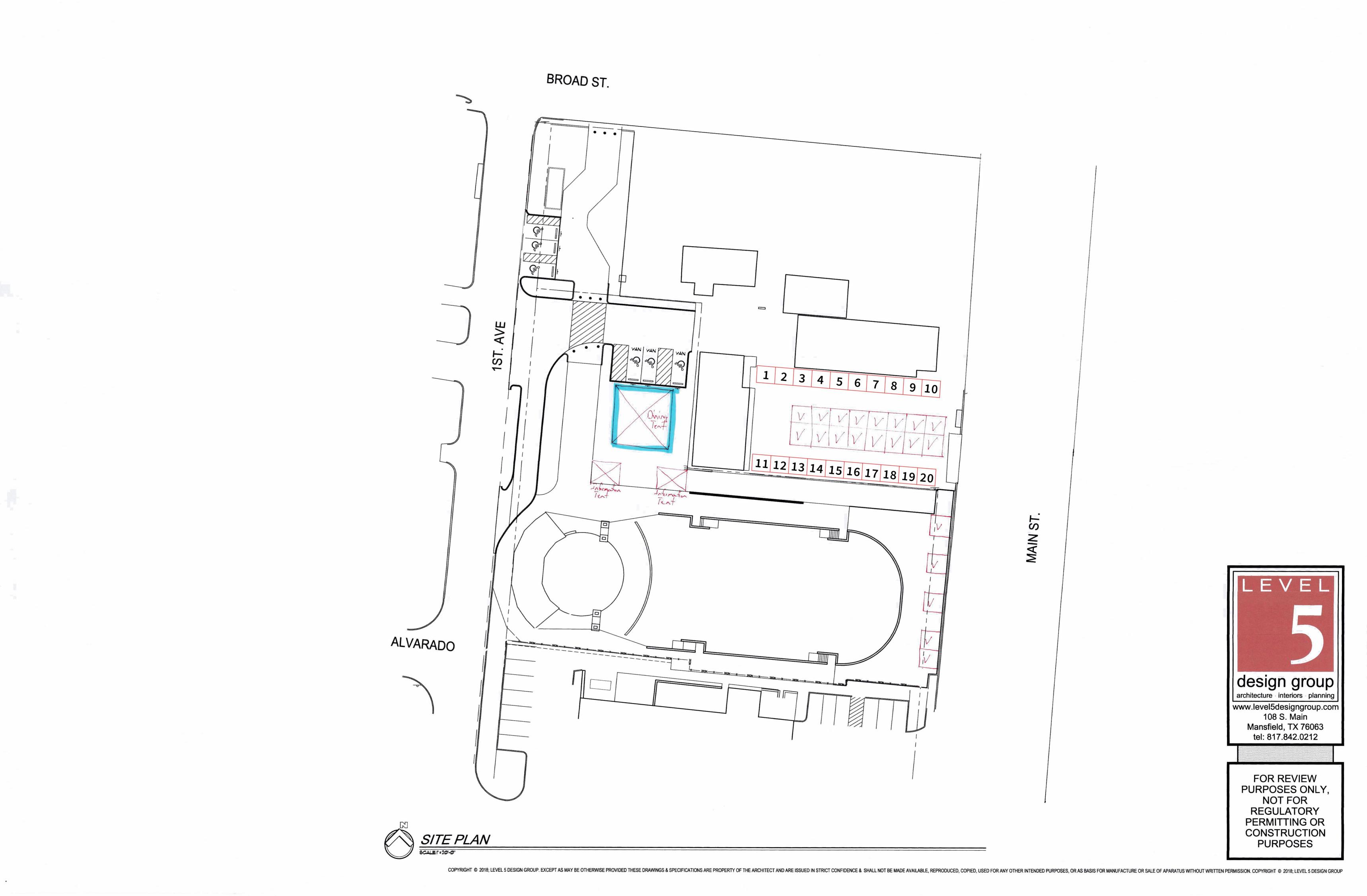
□ Misc. Approved: _____

Signature

Justin Gilmore Printed Name/ Job Title

104 S Main St, Mansfield, TX 76063 Mailing Address

817-966-2822 Contact Phone No.





HOMEOWNER ROSTER SHEET (Only needed for Block Parties if street will be closed) *We require the address, a clearly printed name and a signature from everyone who will be affected

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