



Application for a Festival or Event Permit

Event Name and Description: _____

Applicant Information

Name: _____

Address: _____

City, State, Zip: _____ Phone: _____

E-mail Address: _____

Organization Information

Organization Name: _____

Address: _____

Authorized Head of Organization: _____

Phone: _____ E-mail Address: _____

Event Chairperson/Contact

Name: _____

Address: _____

City, State, Zip: _____ Phone: _____

E-mail Address: _____

Event Information

Event Location/Address: _____

Purpose: _____

Event Start Date and Time: _____

Event End Date and Time: _____

Approximate Number of Persons Attending Event Per Day: _____

Site Preparation and Set-Up Date and Time: _____

Clean-Up Completion Date and Time: _____

List all activities that will be conducted as a part of this event including street closures, traffic control, vendor booths, etc. Include any requests for city services.

Will food and/or beverages be available and/or sold? **YES/NO**

*Will alcohol be available and/or sold? **YES/NO**

If yes, will the event be in the Historic Overlay District? YES/NO

If food will be prepared on-site, a Temporary Food Permit must be obtained by the Environmental Health Department.

Will dumpsters be needed? _____

Will an Unmanned Aircraft Systems Unit (drone) be used? **YES/NO** If so, provide a copy of the current FAA License.

Please submit a site plan showing the layout of the event including equipment, stages, and street locations

I THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT.

Signature of Applicant

Date

*** Please note that approval of this permit does not replace/modify compliance with all applicable state laws as specified by the Texas Alcoholic Beverage Commission (TABC).**