FORT WORTH

NEIGHBORHOOD EVENT APPLICATION

APPLICATION DATE_____

NEIGHBORHOOD ORGANIZATION _____

NAME OF APPLICANT_____

APPLICANTS ADDRESS_____

CITY_____ST_____ZIP CODE_____PHONE # _____

FAX # _____ E-MAIL ADDRESS _____

EVENT DESCRIPTION AND PURPOSE: _____

HISTORICAL AND PROMOTIONAL INFORMATION:

_____

_____

_____

_____

_____

EVENT DATE_____ BEGIN TIME_____ END TIME_____

SETUP DATE AND TIME _____ REMOVAL DATE AND TIME _____

ANTICIPATED ATTENDANCE:

STREET TO BE CLOSED: (LIMITS – LIST CROSS STREET INTERSECTIONS)

_____ STREET _____ FROM _____ TO

I prefer my permit to be: ☐ Mailed ☐ E-mailed ☐ Faxed ☐ Ready for pick up at office

Neighborhood organization and applicant understands the rules, regulations and terms and agrees to abide by all requirements of the Outdoor Events Ordinance No. 1925-08-2010.

_____ Date _____

Signature of neighborhood representative

EVENT HOLDER IS RESPONSIBLE FOR PROVIDING STANDARD TYPE 1 BARRICADES ON CLOSED STREETS DURING EVENT. BARRICADES MUST BE STAFFED BY AN ADULT AT LEAST 18 YEARS OLD AT ALL TIMES. BARRICADE STAFF MUST WEAR SAFETY VESTS.

ACCESS TO CLOSED STREETS MUST BE PROVIDED FOR EMERGENCY VEHICLES (AMBULANCE OR FIRE TRUCK) IN CASE OF AN EMERGENCY.

A 12 FOOT UNOBSTRUCTED ROADWAY IS REQUIRED ALONG CLOSED SECTIONS OF STREET. NO STRUCTURES, INCLUDING TENTS, STAGES AND BOUNCE HOUSES ARE ALLOWED IN THE UNOBSTRUCTED ROADWAY WIDTH OR ANY SIDEWALK OR PARKWAY.

PUBLIC EVENTS DEPARTMENT
OUTDOOR EVENTS MANAGER
1201 HOUSTON STREET
FORT WORTH, TX 76102
(817) 392-7894 FAX (817) 392-2756

Neighborhood Event Petition

FORT WORTH

Event date: ____________ Purpose of event: ______________________________ # of homes on street: _____

Street to be closed: ______________________ From: ________________ To: ______________________

Closure date: ______________ Times - Begin ________________ AM PM End ______________________ AM PM

Event Coordinator: ____

Address: ____

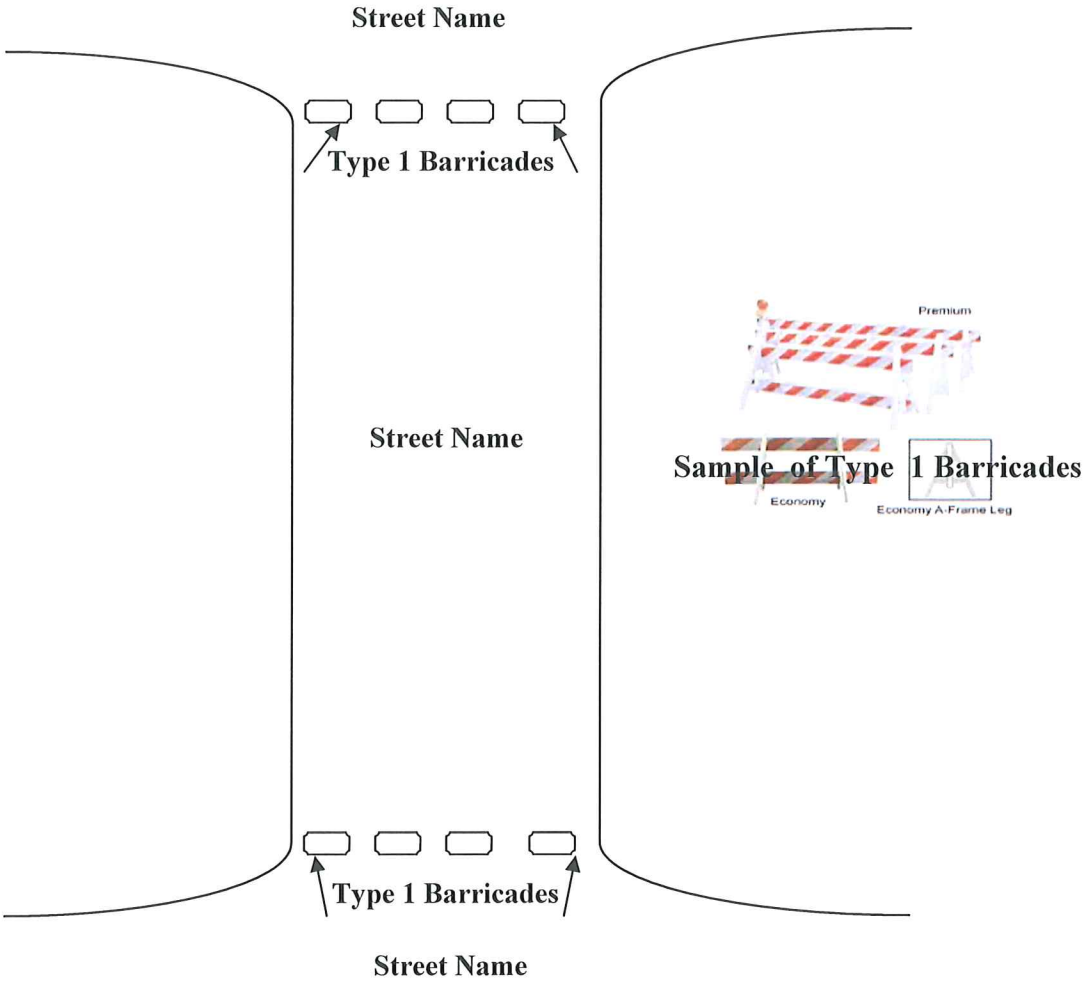
Phone: ______________________ E-mail: ______________________________

We the undersigned have been notified of the neighborhood event to be held and hereby agree to the use of the street. All residents will be allowed access to their homes.

Resident's signature	*Address*

NEIGHBORHOOD EVENT STREET CLOSURE REQUIREMENTS

- Event holder is responsible for providing standard **Type 1 Barricades** on closed streets during event. Barricades must be staffed by an adult at least 18 years old at all times and Barricade staff must wear reflective safety vest.
- Access to closed streets must be provided for emergency vehicles (ambulance or fire truck) in case of an emergency.
- A twelve (12) foot unobstructed roadway is required along closed sections of the street, and no structures, including tents, stages and bounce houses are allowed in the unobstructed roadway width or on the sidewalk or parkway.
- Streets must be cleared and open to traffic no later than 11:00 p.m.



Sample of Type 1 Barricades