



SPECIAL EVENT APPLICATION

To apply for a Special Event Permit, complete this application. Submit this application form, in both a hard copy and on email along with an Event site plan and safety plan. This Application must be received at least thirty (30) days prior to your event to be considered for approval.

Event Name: Texas City LULAC Council 255

Event Start Date: April 27, 2024 Event End Date: April 27, 2024

Annual Event: Yes NO 1st Time Event: Longevity of Event: Alcohol Served: Yes

Outdoor Park and Amenities : Nessler Park/Rotary Pavilion Bay Street Park Carver Pavilion
 Carlos Garza Park First Lady Pavilion Sanders/Vincent Park

Event Category: Community Festival Concert Parade Run/Walk Car Show
 Cook-Off
 Other: CINCO DE MAYO 2024 FESTIVAL (FIESTA DEL BARRIO)

Event Organizer: Texas City LULAC Council 255

Street Address: 16 5th Avenue North

City: Texas City State: TX Zip: 77590

Primary Contact: Judith A. Silva Email: jumorgan78@icloud.com

Phone Number: (409) 888-0950 Fax #: (409) 761-7147

Secondary Contact: Olga Rodriguez Email: olrod71@gmail.com

Phone Number: N/A Cell#: (409) 789-5494

Event Sponsor: Texas City LULAC Council 255

Description of Event: (provide thorough details of event activity , programs and schedule)

Starts w/parade, vendors, Mariachis, folklorico dancers, DJ, band, moonwalks, Mexican cuisine, etc

Attach a site Plan

Admission Fee: N/A In Advance: Day of:

Attendance Estimate: 400-600 attendees

TEXAS CITY DEPARTMENT OF RECREATION AND TOURISM

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Event Schedule		
Event Start Date:	Time open to public: 9:00 am	Time Closed to Public: 6:30 pm
	Actual Event Start Time: 10:00 am	Actual Event End Time: 6:30 pm
	Music/Sound Start Time: 12:00 pm (Including sound checks)	Music/ Sound End Time: 6:30 pm
	Alcohol Service Start Time: 10:00 am	Alcohol Service End Time: 6:30 pm
2nd Event Date:		
	Time open to public:	Time Closed to Public:
	Actual Event Start Time:	Actual Event End Time:
	Music/Sound Start Time: (including sound checks)	Music/ Sound End Time:
	Alcohol Service Start Time:	Alcohol Service End Time:
3rd Event Date:		
	Time open to public:	Time Closed to Public:
	Actual Event Start Time:	Actual Event End Time:
	Music/Sound Start Time: (Including sound checks)	Music/ Sound End Time:
	Alcohol Service Start Time:	Alcohol Service End Time:
4th Event Date:		
	Time open to public:	Time Closed to Public:
	Actual Event Start Time:	Actual Event End Time:
	Music/Sound Start Time: (including sound checks)	Music/ Sound End Time:
	Alcohol Service Start Time:	Alcohol Service End Time:

Event Set-up & Break Down Information
Event Set-up Date(s): 04/27/2024 Set-up Start Time: 7:00 am Set-up Finish Time: 9:00 am
Break-down Date(s): 04/27/2024 Break-down Start Time: 6:30pm Break-down Finish Time: 7:00 pm
Additional or Site Required for Event
Set-up or Staging of Equipment: Tent, electricity, tables chairs
Request Street(s) to be Closed: (Street closure required to be approved) Nessler Center parking area for parade participants
Proposed Date(s) & Time of Street Closure: 8:00 am

TEXAS CITY DEPARTMENT OF RECREATION AND TOURISM

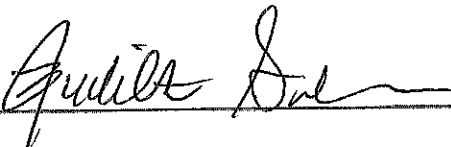
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Event Equipment / Elements Needed from the City of Texas City (Check and Complete all that apply. Fees will vary)		
Electrical Service:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Describe: For entertainment
Water Service:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Describe:
First Aid Service:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Describe: If, provided by City
Crowd-Control Barricades:	<input type="checkbox"/> YES <input type="checkbox"/> NO	Describe: To control parking
Unique Grounds Preparation Needs	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Describe: Installation of tents, chairs and tables
Traffic Control	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Describe: As parade ends at park
Security	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Duties: Provided by City
Trashcans	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Describe: For vendors use
Other City Services	<input type="checkbox"/> YES <input type="checkbox"/> NO	Describe:

Outdoor (Park and Amenities) - Park User Fees and Deposits			
Attendance	Fees		
	Resident -- Special Event	Non-Resident - Special Event	Deposit
100 or less	\$ 100.00	\$ 150.00	\$ 100.00
101 - 300	\$ 250.00	\$ 300.00	\$ 200.00
301 - 500	\$ 450.00	\$ 500.00	\$ 300.00
501 - 1000	\$ 650.00	\$ 700.00	\$ 500.00
1001 - More	\$ 850.00	\$ 900.00	\$ 750.00

Security	
No Alcohol at the event	Events with Alcohol
1 - 300 = No Officer	1 - 100 = No Officer
300 - 500 = 1 Officer	101 - 200 = 1 Officer
500 - 1,000 = 2 Officers	201 - 300 = 2 Officers
	301 - 600 = 3 Officers
	600 - 1,000 = 4 Officers

Fees	
Special Event Fee	\$
Deposit	\$
Overtime	\$
Security	\$
Overtime	\$
Total Amount	\$

Signature  Date 02/14/2024