



## City of Frisco Special Events Application

Please complete and submit electronically to  
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**Application Fee: 90 Days in Advance: \$150.00 - Late Fee: Additional \$150.00**

EVENT INFORMATION		
Event Name (name used to advertise the event):		
DAY 1 – Event Date:	Start Time:	End Time:
DAY 2 – Event Date:	Start Time:	End Time:
DAY 3 – Event Date:	Start Time:	End Time:
Event Set-Up Date:	Start Time:	End Time:
Event Tear Down Date:	Start Time:	End Time:
Type of Event (check all that apply):		
<input type="checkbox"/> Bicycle <input type="checkbox"/> Carnival <input type="checkbox"/> Concert/Performance <input type="checkbox"/> Festival <input type="checkbox"/> Fundraiser <input type="checkbox"/> Parade <input type="checkbox"/> Private Gathering <input type="checkbox"/> Reception <input type="checkbox"/> Rally /Run/Walk <input type="checkbox"/> Timed Race <input type="checkbox"/> Sporting Event <input type="checkbox"/> Other (explain:		
Event Location Name & Address:		
Add Cross Streets & Boundaries for Non-Addressable Areas:		
Is this a first time event: <input type="checkbox"/> Yes <input type="checkbox"/> No    If No, has the event previously been held in Frisco: <input type="checkbox"/> Yes <input type="checkbox"/> No		
When was it previously held in Frisco:		Were you the organizer: <input type="checkbox"/> Yes <input type="checkbox"/> No
Est. # of Participants:	Previous # of Participants:	Est. # of Frisco Hotel Rooms:

APPLICANT INFORMATION		
Applicant Name:	Organization Name:	
Address:		
City:	State:	ZIP Code:
Phone #:	Mobile Phone #:	Fax #:
Email:	On-Site Contact Mobile #:	
Type of Organization:		
<input type="checkbox"/> Charitable <input type="checkbox"/> For-Profit <input type="checkbox"/> Individual <input type="checkbox"/> Non-Profit – 501(c)3 Tax ID#:		
<input type="checkbox"/> Other (please describe):		



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### SITE PLAN

A detailed, to scale, site plan/map must be submitted with the application. Is this attached?  Yes  No

### STREET CLOSURE INFORMATION

Does the event propose closing, blocking or using City streets and/or parking lots?  Yes  No

If Yes, please list all streets, intersections and parking lots that apply:

DAY 1 - Street Closings to begin on date:	Start Time:	End Time:
DAY 2 - Street Closings to begin on date:	Start Time:	End Time:
DAY 3 - Street Closings to begin on date:	Start Time:	End Time:

Will any businesses be impacted by the proposed road closure?  Yes  No

Will any traffic signal operations be impacted by the event?  Yes  No

### PARKING

Does the event have sufficient parking to accommodate all the participants?  Yes  No

Please list all parking locations for the event:

Please include written verification from land owner(s) which provided permission for parking.

### POLICE / SECURITY SERVICES

Does the event desire to have Frisco Police Officers?  Yes  No If Yes, how many?

DAY 1 - Date:	Start Time:	End Time:
DAY 2 - Date:	Start Time:	End Time:
DAY 3 - Date:	Start Time:	End Time:

List the locations for the desired Police Officers:

Will the event have non-Frisco Police Officers providing Security Services?  Yes  No

If Yes, please explain in detail:

### FIRE / EMERGENCY SERVICES

Will the event have private First Aid & Medical Services on-site?  Yes  No

If Yes, please list the provider and explain in detail:

Does the event desire to have Frisco Fire EMT personnel?  Yes  No If Yes, how many?

DAY 1 - Date:	Start Time:	End Time:
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DAY 2 - Date:	Start Time:	End Time:
DAY 3 - Date:	Start Time:	End Time:

### FIREWORKS & PYROTECHNIC DISPLAYS

Will the event have a Firework and/or Pyrotechnic display(s):  Yes  No

If Yes, please list the vendor, property owner and explain proposed show in detail:

### TRASH & RECYCLING SERVICES

Please provide a detailed written plan outlining how Trash & Recycling services

will be properly accounted for: (Attach separate sheet if necessary):

### HEALTH & FOOD SAFETY / CONCESSION SERVICES

Will event offer food/beverages?  Yes  No | Will event require any food preparation on-site?  Yes  No

If Yes to either question, please list the provider, complete list of items offered and detail service process:

(Attach separate sheet if necessary)

### ALCOHOLIC BEVERAGES

Will the event provide, sell or distribute alcoholic beverages?  Yes  No

### RESTROOM FACILITIES

Identify the # of permanent restroom facilities at event location? Male          Female          Other

List the location(s) of permanent restroom facilities:

Identify the # of portable restrooms being provided:

List the company:

List the location(s) of portable restroom facilities:

### NOISE

Will sound amplification be used at the event?  Yes  No



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If Yes, check all that apply:  Recorded Music  Live Music  Other, explain:

If Yes, explain in detail:

### SIGNS

**SPECIAL EVENT SIGNAGE REQUIRES A SIGN COORDINATION PLAN AND SHOULD BE INFORMATIONAL IN NATURE. PLEASE REFER TO THE SIGN ORDINANCE - 16-03-25 (LISTED ON THE PRIVATE SPECIAL EVENTS PAGE OF FRISCOTEXAS.GOV) AND LIST SIGN PLAN BELOW.**

### ELECTRICAL SERVICES

How will electrical service be supplied?  Generator  Public Utilities  Both

List contractor / supplier:

Explain services in detail:

### TEMPORARY TENTS & STRUCTURES

Will the event have a tent(s) larger than 100 square feet?  Yes  No

List the # of tents & sizes:

### VENDOR SERVICES

Will the event have Vendors on-site?  Yes  No

If Yes, list all vendor names, organizations and product/service:

### INDEMNIFICATION

IN CONSIDERATION FOR MY ABILITY TO ACCESS, USE, AND/OR PARTICIPATE AT OR ON THE PROJECT/PROPERTY, I HEREBY AGREE TO RELEASE, ACQUIT, HOLD HARMLESS FOREVER DISCHARGE AND WAIVE ANY AND ALL CLAIMS THAT I MAY, NOW OR LATER, HAVE AGAINST THE CITY OF FRISCO, TEXAS, ITS COUNCIL MEMBERS, OFFICERS, AGENTS, REPRESENTATIVES, EMPLOYEES, MEMBERS, HEIRS, LEGATEES, ADMINISTRATORS, EXECUTORS AND ASSIGNS, IN WHOLE OR IN PART, IN BOTH THEIR PRIVATE AND PUBLIC CAPACITIES, (HEREINAFTER COLLECTIVELY REFERRED TO AS "RELEASEES"). THIS SHALL INCLUDE THE RELEASE OF ANY AND ALL ACTIONS, CAUSES OF ACTIONS, CLAIMS, DEMANDS, DAMAGES, LAWSUITS, COSTS, LOSS OF SERVICES, EXPENSES AND COMPENSATION, WHETHER KNOWN OR UNKNOWN, ON ACCOUNT OF, OR IN ANYWAY ARISING OUT OF OR CONNECTED IN ANY MANNER WITH MY ACCESS, USE OF, PARTICIPATION AND/OR ACTIVITY AT OR ON THE PROJECT/PROPERTY, INCLUDING, BUT NOT LIMITED TO, LIABILITY, DAMAGES, INJURY (INCLUDING DEATH), PROPERTY DAMAGE, LEGAL FEES AND/OR COSTS CAUSED BY OR RELATED TO ANY NEGLIGENT OR INTENTIONAL ACT OF ANY RELEASEE.

Signature \_\_\_\_\_

Date \_\_\_\_\_