

# COUNTY OF WILSON, TEXAS



## APPLICATION FOR MASS GATHERING PERMIT

All applications must be submitted to the Wilson County Judge by the event promoters at least forty-five (45) days prior to the first day on which any event that requires a Mass Gathering Permit will be held.

No application will be considered to have been submitted until it is accompanied by an Application Fee. Fees are to be paid with Cashier's Check or Money Order, payable to "Wilson County, Texas." The standard application fee for a Mass Gathering Permit is \$300.00. Special events that require more extensive review from the Fire Marshall, the Sheriff, or the Health and Safety Officer may be assessed a reasonable surcharge to compensate for the additional time spent reviewing the application and supporting materials. Applicant's will be informed of any surcharges that may be assessed against an application within ten (10) business days of submitting the application and supporting materials.

Not later than the tenth (10<sup>th</sup>) day before the event for which an application is filed, the County Judge, or the County Judge's authorized designee, will hold a public hearing to determine whether the application for a Mass Gathering Permit will be granted. Applications may be denied for any of the reasons enumerated in §751.007 TEXAS HEALTH AND SAFETY CODE.

All written correspondence regarding this application will be sent by U.S. Mail to the addresses provided by the promoter on this application, unless some other method of correspondence is requested in writing by the promoter or the property owner.

A new application must be submitted for each event planned. Applicants are encouraged to review Chapter 751 of the TEXAS HEALTH AND SAFETY CODE for a comprehensive perspective on the applicability of Texas law on Mass Gatherings.

### County Use Only:

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Receipt Number \_\_\_\_\_

Permit Number: \_\_\_\_\_

1. **Event Name:** \_\_\_\_\_

2. **Event Promoter:** Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax/Email: \_\_\_\_\_

3. **Financing:** Submit a financial statement that reflects the funds being supplied to finance the event and each person supplying the funds.

4. **Property:** (a) Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax/Email: \_\_\_\_\_

- **Submit a certified copy of the agreement between the promoter(s) and the property owner(s).**

(b) Location of the Property on which the Mass Gathering is to be held:

(c) Description of the property on which the Mass Gathering will be held:

(d) Submit a Site Plan delineating the area where the gathering is to be held, including the following:

1. parking area available for participants/attendees
2. location of entrance, exit, and interior roadways and walks
3. location of all first aid stations and emergency medical resources
4. location, type and provider of restroom facilities
5. location and description of water stations
6. location and number of food stands, and types of food to be served
7. location, number, type and provider of solid waste containers
8. location of operator's headquarters at the gathering
9. a plan to provide lighting adequate to ensure the comfort and safety of participants and staff
10. provisions for allowing health inspectors onsite

5. **Date and time of event:** \_\_\_\_\_

6. **Crowds:** Maximum number of persons the promoter will allow to attend the event:

- **Submit a plan for how the promoter intends to limit attendance to that number.**

7. **Performers:** Name of Performer \_\_\_\_\_  
Address of Performer \_\_\_\_\_  
Name of Performer's Agent \_\_\_\_\_  
Address of Agent \_\_\_\_\_

- **Submit a description of each agreement between promoter(s) and performer(s)**

**8. Order:** (a) Provide a description of preparations being made to provide traffic control

\_\_\_\_\_

\_\_\_\_\_

(b) Provide a description of preparations being made to ensure that the event will be conducted in an orderly manner: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(c) Will alcoholic beverages be served/ allowed at this event? \_\_\_\_\_

**9. Health & Safety:** (a) Provide a description of preparations being made to protect the physical safety of the participants/attendees of the event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(b) Provide a description of preparations being made to provide adequate medical and nursing care to include the number of Emergency Medical Personnel and their qualifications: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**10. Minors:** (a) Do you anticipate a large number of person's under 21 years of age? \_\_\_\_\_

(b) Provide a description of preparations being made to supervise minors who may attend the event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**11. Sanitation:** Provide a description of preparations to ensure that minimum standards of sanitation and health will be maintained during the event: \_\_\_\_\_

\_\_\_\_\_

Solid Waste Hauler: \_\_\_\_\_ Phone: \_\_\_\_\_

Liquid Waste Hauler: \_\_\_\_\_ Phone: \_\_\_\_\_

I affirm that all the forgoing information is true and correct.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

## REVIEW BY WILSON COUNTY SHERIFF'S DEPARTMENT

I have reviewed the foregoing Application, and I:

- Recommend it for approval.
- Do not recommend it for approval, because \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Wilson County Sheriff

### REVIEW BY FIRE MARSHAL

I have reviewed the foregoing Application, and I:

- Recommend it for approval.
- Do not recommend it for approval, because \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Wilson County Fire Marshal

**REVIEW BY WILSON COUNTY HEALTH AND PUBLIC SAFETY DEPT.**

I have reviewed the foregoing Application, and I:

- Recommend it for approval.
- Do not recommend it for approval, because \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Wilson County Health and Public Safety Officer

**MASS GATHERING PERMIT APPROVAL/DISAPPROVAL**

On \_\_\_\_\_, 20\_\_\_\_, the above application for a Mass Gathering permit was considered by the Commissioners Court. The Court:

- Does not approve it. Promoter may not proceed with the event.
- Approves it. Promoter may proceed with the event, subject to the rules and conditions in the permit application and Chapter 751 of the TEXAS HEALTH AND SAFETY CODE.

\_\_\_\_\_  
Richard L. Jackson, County Judge

Attest:

\_\_\_\_\_  
Eva S. Martinez, County Clerk