



CITY OF PEARSALL

DEPARTMENT OF PARKS AND RECREATION

FOR POLO PATINO PARK ONLY

SPECIAL EVENT FACILITY USE REQUEST AND PERMIT

PERMIT NUMBER: SV -20 DATE: _____

Name of Organization/Event/Company: _____

Non-Profit: Yes ___ No ___ Non-Profit I.D. Number _____ For-Profit: Yes ___ No ___

Responsible Party: _____

Event Director: _____

Co-Event Director: _____

Address: _____ City: _____ State: _____ Zip: _____

Day Phone: (____) _____ Evening Phone: (____) _____

SPECIAL EVENT INFORMATION

Type of Special Event: (Brief Description) _____

Estimated Number of People Attending: _____

Date(s) of Major Event: _____ Time(s) Of Event: _____

Gate Admission: _____

Facility Requested: (Water, Electricity, Restroom, Pavilion) _____

Specified time when facilities are required: _____

PROCEEDS

Please explain how all proceeds will benefit the City of Pearsall and how they will be used.

Please attach all promotional information to request, such as flyers, entry forms, sponsorships AD.

**SALES TAX ID NUMBER IS REQUIRED AND MUST BE POSTED AT ALL TIMES.
IF ALL CONDITIONS ARE NOT AS PER AGREEMENT, THE EVENT WILL BE
SUBJECT TO CANCELLATION.**

**I _____ HEREBY AGREE TO OBSERVE AND ABIDE BY
THE RULES AND POLICIES OF THE CITY OF PEARSALL PARKS AND RECREATION
DEPT. AND**

**I _____ ALSO AGREE THAT IT IS MY
RESPONSIBILITY TO ENSURE THE SAFETY OF THE SPECTATORS AND PARTICIPANTS
BY PROVIDING A SECURITY OFFICER (S). ONE OFFICER PER 150 PERSONS AT ALL
TIMES. IN ACCORDANCE WITH THE CITY OF PEARSALL PARK AND RECREATION
ORDINANCE.**

SIGNATURE OF RESPONSIBLE PARTY

DATE:

SIGNATURE OF RESPONSIBLE CO-HOST

DATE:

SIGNATURE OF CITY OFFICIAL

DATE:

APPROVAL/ACCEPTANCE OF AGREEMENT

SIGNATURE OF RESPONSIBLE PARTY

DATE:

SIGNATURE OF RESPONSIBLE CO-HOST

DATE:

SIGNATURE OF PARKS DIRECTOR

DATE:

FOR OFFICE USE ONLY

PERMIT # _____

RENTAL

DEPOSIT

RECIPT # _____

RECIPT # _____

CK#/CASH _____

CK#/CASH _____

AMOUNT _____

AMOUNT _____

ELECT. FEE _____

ELECT. FEE _____

LABOR FEE _____

DATE: _____

TOTAL FEES _____

DATE: _____

FOR ANY QUESTIONS OR PROBLEMS (AFTER HOURS AND WEEKENDS)

PLEASE CALL THE PARKS DIRECTOR'S CELL PHONE (830) 334-1307