



CITY OF BURNET

EVENT PERMIT APPLICATION

P.O. Box 1369, Burnet, TX 78611 (512) 756-6093

Applicant Name: _____ Organization: _____

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

Contact Phone: _____ Contact Email: _____

Event Title: _____ Start Date: _____ Start Time: _____

End Date: _____ End time: _____ Set-Up Date/Time: _____ Teardown Date/Time: _____

Event Day On-site Contact: _____ Phone: _____

Description of Event: (add additional paper if needed) _____

Location Requested: _____

Is applicant requesting traffic control from the City? (A fee may apply) No Yes If yes, please indicate the nature and extent of assistance required. _____

TERMS AND CONDITIONS

Persons, organizations, or entities wishing to hold an event on public property or right-of-ways within the city limits of the City of Burnet shall apply to the City for a Event Permit.

In addition to completing an Event Permit Application, the event must meet these requirements:

- Application must be submitted to the City at least 15 days prior to the event and must be approved by City officials in order for the event to occur.
- Application must include a map of the proposed event location with traffic control plans marked on the map
- Traffic control agents or police personnel must be provided at all intersections requiring traffic control
- Barricades, signs, and delineation equipment must be installed and removed in a timely manner so as not to interrupt traffic unnecessarily
- Volunteers must be provided to monitor barricades where traffic is re-routed or prohibited
- The Public Works Director shall determine the types and quantity of traffic barricades needed. Applicant shall coordinate directly with the Director of Public Works at (512) 756-2402
- Organizers shall notify property owners, at least 48 hours prior to the event, wherever the event will cause limited or no access to private property
- Applicant must promptly reimburse the City for any and all damages to property of the City which may result from the use by applicant of the City's premises under the permission granted herein, and the applicant further agrees that it will not hold liable the City for or in account of any losses or damage to property owned by it or

controlled by the applicant or for on account of any loss or damage sustained by the applicant as a result of injuries to participants, employees or agents of the application.

- The applicant agrees to indemnify, save and keep harmless the City, its officers, agents and employees of and from any and all liabilities, liens, judgments, costs, damages and expenses which may be suffered by the City and or any of its officers, agents or employees or which may accrue against or be charged to or recovered from the City or any of its officers, agents, or employees for any damage caused by the applicant and or any of the applicant's officers, agents, employees or any other persons for whom the applicant is responsible, which may result from the use of city's premises under the permission granted herein.

CERTIFICATION: I do solemnly swear (or affirm) that all the information provided in this application is full, true and correct to the best of my knowledge and beliefs. Further, I agree to the Terms and Conditions of this application and that I am authorized to sign on behalf of the applicant in the execution of this permit.

Signature

Date Signed

Printed Name and Title

FOR CITY USE ONLY:

POLICE DEPARTMENT: Will Will NOT provide traffic control for this event

EMS/FIRE DEPARTMENT : Will Will NOT provide on-site crew(s) for emergency services for this event

PUBLIC WORKS: Will Will NOT provide barricades or other traffic control devices for this event
 Will Will NOT set up barricades or other traffic control devices for this event

Approvals:	Signature	Date Signed
Burnet Police Department:		
Burnet Fire/ EMS Department:		
Burnet Public Works:		
Burnet City Manager:		

APPROVED: Yes No Date Approved By City: _____

If denied, reason for denial: _____