



## SPECIAL EVENT APPLICATION

CITY OF TOMBALL, TEXAS | 401 Market Street | Tomball, Texas 77375 | 281-351-5484

An application to stage an event within the City of Tomball shall be filed with the Community Events Coordinator at least 180 days prior to the event. This application is not to be construed as authorizing or agreeing to any event until formally approved by Tomball City Council.

Date: 2/14/22 \_\_\_\_\_ Is this event Co-City sponsored? Yes \_\_\_ No X\_\_\_

Request for permission to use a public venue for the following type of event (please check one):

Festival \_\_\_ Community Event X\_\_\_ Arts & Crafts Event \_\_\_ Music Event \_\_\_ Other (specify) \_\_\_

**Event title:** Annual Tomball Rotary Fish Fry \_\_\_\_\_

1. Sponsoring entity: Tomball Rotary Club \_\_\_\_\_
2. Is this organization based in Tomball: Yes X\_\_\_ No \_\_\_
3. Is this organization *non-profit* X\_\_\_ or *for-profit* \_\_\_ \*Attach 501 (c ) (3) tax exemption if applicable
4. Contact: Russel Blue or Caley Baillio \_\_\_\_\_ Phone: 281-755-9978 or 832-205-0207
5. Contact address: PO Box 64, Tomball, TX 77377 \_\_\_\_\_
6. Contact email: rblue@jrbadvisorgroup.com & Caley@sftomball.com \_\_\_\_\_
7. Event date: 4/23/22 \_\_\_\_\_
8. Event times: Start 4pm \_\_\_\_\_ Finish 8:00pm \_\_\_\_\_ Set-up 8am \_\_\_\_\_ Breakdown 8pm
9. Event location: Juergens Park \_\_\_\_\_
10. Is this event for charity? Yes X\_\_\_ No \_\_\_
11. If yes, what charity? Tomball Rotary Foundation\_\_\_ Tax ID 27-4719115
12. If yes, what percentage of net proceeds will be donated to the charity? 100% (and scholarships)
13. On-site contact: Caley Baillio \_\_\_\_\_ Mobile Phone: 832-205-0207 \_\_\_
14. Estimated number of attendees: 1000 \_\_\_\_\_
15. Detailed site map in attached: Yes \_\_\_ No X\_\_\_
16. Is this event open to the public: Yes X\_\_\_ No \_\_\_
17. Admission fee: \_\_\_ Free X\_\_\_ (Can purchase \$15 Fish Fry Plates)
18. Time at which event staff will begin to arrive: 8am \_\_\_\_\_
19. The applicant will defend and hold harmless the City of Tomball from all claims, demands, actions or causes of action, of whatsoever nature or character, arising out of or by reason of the conduct of the activity authorized by such application including attorney fees and expenses.  
Initial \_\_\_CB\_\_\_
20. The applicant will provide proof of general liability insurance for the event naming the City of Tomball as additional insured.  
Initial \_\_\_CB\_\_\_
21. Name of insurance carrier: Lexington Insurance Co. \_\_\_\_\_
22. Organization has secured date with the Public Works Dept. and has paid deposit. No \_\_\_\_\_

Signature: Caley Baillio \_\_\_\_\_

**FOR OFFICIAL USE** - Fee required: Yes \_\_\_ No \_\_\_ Amount Due: \$ \_\_\_\_\_