Parks & Recreation Department
300 Country Club Rd, Building 100
Wylie, TX 75098
972-516-6340 | Parks@wylietexas.gov

Non-Profit Park Event Application

Please note that this application is NOT required in order to reserve a pavilion or gazebo for typical private group parties, meetings, reunions, or family events. It is also NOT required to reserve an athletic field for practices or pick up games; instead click on the following link to make a reservation: **https://anc.apm.activecommunities.com/wylie**

Submission of this Non-Profit Park Event Application is required for special public non-profit events, 5K/fun runs, fundraisers, events with food and/or merchandise vendors, and all events wherein items will be sold. This form is reviewed by staff for approval prior to the requested event and must be submitted a minimum of four months in advance, and no sooner than six months prior to the event date being requested.

After City staff reviews the application, a Non-Profit Park Event Application may be considered for recommendation of approval by the Wylie Parks and Recreation Board, with the final review for approval completed by Wylie City Council if staff finds that:

- *Priority use is given to City Events and private rentals;*
- *All fees have been paid;*
- *The event does not:*
    a. *Conflict or compete with another approved non-City event, in consideration of event size, location, expected attendance, etc., as determined by staff;*
    b. *Conflict or compete with City events and programs, as determined by staff (no car shows permitted 30 days prior to or 14 days after the City-sponsored Bluegrass on Ballard event);*
    c. *Present an unreasonable danger to health or safety;*
    d. *Cause loss or damage to City property;*
    e. *Interfere with or place a burden on Public Safety services;*
    f. *Interrupt the safe and orderly movement of pedestrians and vehicles.*
- *For events including food items, applicant provides documentation from Collin County Development Services indicating whether or not a Food Service/Health permit is required for the event. This includes all food items: sold, free, food trucks, catering, homemade, prepackaged, etc.;*
    a. *Please contact Development Services by phone at 972-548-5585 or email developmentservices@collincountytx.gov. The Collin County website is www.collincountytx.gov/Services/Engineering/Development-Services/food-service-and-health for further information.*
    b. *If permit is required by Development Services, provide staff with a list of all planned food vendors and a copy of their current Collin County Food Service/Health permit, or intent to receive a Temporary/Short-Term Event Food Service/Health Permit.*
- *There will be adequate sanitation available in or adjacent to the event, in addition to the City facilities as deemed necessary, such as port-a-lets, wash stations, and other required health facilities.*
- *The event is not being conducted for unlawful or discriminatory purposes. The event is in adherence to all Parks and Recreation rules and City Ordinances.*

Please call the Parks and Recreation Department at 972-516-6340, prompt 1, if you have any questions pertaining to the Park Event Application.

Applicant Information

Name of Organization *
The Hope Bridge Pregnancy Resource Center

Website
https://hopebridgeprc.org/

Please upload 501c3 Documents *
YWAM IRS Confirmation Letter (1).pdf 1.19MB

Contact Information

Primary Contact Name *
Ellie Gaishin

Event Information

Event Name/Title *
Walk For Life

Event Type *
5k/Walk

Purpose of event *
The Walk for Life is a fundraiser for our nonprofit pregnancy resource center in Wylie.

Event Location *
Founders Park

851 Hensley Lane

Proposed Event Date *
02/27/2027

Alternative Event Date *
02/27/2027

Start Time *
08:00:00 AM
Include Setup

End Time *
01:00:00 PM
Include Cleanup

Do you plan to sell items of any kind?
example: drinks, food items, t-shirts, snow cones, memberships, registrations etc.
○ Yes ◉ No

Anticipated number of Participating Vendors *
0

Anticipated Event Attendance *
175

Event Target Audience *
Donors and community members

Event Details *
The purpose of our event is to raise funds and community awareness for The Hope Bridge Pregnancy Resource Center and the services we provide to women, children, and families in our community. The event will include a brief presentation about our center and its mission before participants begin the walk. Participants will then follow a designated walking route with signs providing clear directions along the way, ending at a marked finish line. This event will provide an opportunity for community members to learn more about our organization, support our mission, and come together for a family-friendly community event.

Event Announcement and/or Flyers

Signature



Date

09/22/2026