



**Parks & Recreation Department**  
949 Hensley Lane, Building 200  
972-516-6340 | Parks@wylietexas.gov

## Park Event Application

*This application must be submitted a minimum of eight weeks prior to your event date. Special events, meetings, and gatherings (other than typical parties or picnics) will require submission of a Park Event Application prior to reservation approval. Please call the Parks Administration at 972-516-6340 if you have any questions pertaining to the Park Event Application.*

### Applicant Information

**Name of Organization \***

Wylie High School PTSA

**Website**

**Are you a non profit? \***

☒ Yes ☐ No

**Please upload 501c3 Documents**

Wyliehs\_tax\_exempt\_form[1]... 16.59KB

### Contact Information

**Primary Contact Name \***

Janie Emmert

### Event Information

**Event Name/Title \***

Wylie High PTSA Fun Run

**Event Type \***

5k/Walk

**Purpose of event \***

Fundraiser for the Wylie High School PTSA Senior Celebration and for the PTSA Wellness Activity Committee

**Event Location \***

Founders Park

851 Hensley Lane

**Proposed Event Date \***

04/09/2022

**Alternative Event Date \***

04/16/2022

**Start Time \***

07:00:00 AM

Include Setup

**End Time \***

12:00:00 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

**Please specify all items you plan to sell**

T-shirts and registrations, potentially allow vendors to purchase a spot to sell non food items also and potentially allow the WYSA concession vendor to sell concessions

**Will there be food items provided?**

☒ Yes ☐ No

**Please specify the types of food items to be provided**

Bottled water / concession stand items at the WYSA concession stand

**Who is providing the food?**

☐ Applicant  
☒ Food Vendor  
☐ Other

**Anticipated number of Participating Vendors \***

10

**Anticipated Event Attendance \***

500

**Event Target Audience \***

residents of Wylie, Murphy, Sachse and surrounding areas

**Event Details \***

We are wanting to host a fun run to raise money for the Wylie High Senior Student Celebration to cover the cost of tickets and door prizes and to also fund wellness activities that are put on at Wylie High School for the community and school. The run will consist of a 1 mile walk/run for families and then a 5K run/walk that is timed by a timing vendor such as Delta View Timing who has been used previously by other schools within the district for a run/walk and has already mapped founders for the appropriate route.

**Event Announcement and/or Flyers**

**NOTE:**

If food is prepared on site or off-site and brought to the event location to be offered to the public, free or at cost, the vendor applicant must contact the Collin County Environmental Services Office in McKinney in order to inquire whether a Temporary/Short-Term Event Food Service/Health permit is required prior to the event. It is possible that a health inspector must examine food preparation and storage equipment to assure the health and safety of customers. Please contact the Environmental Services Specialist at 972-548-5528 or 972-548-5585. The Collin County website is [www.collincountytx.gov](http://www.collincountytx.gov).

Sec. 78-105 of the City Code of Ordinances states: It shall be unlawful for any person to solicit for sale, vend, peddle, sell or offer to sell any cold drinks, cigars, tobacco, cigarettes, fruits, candies, goods, wares or merchandise of any kind or nature whatsoever within the municipal parks or recreation or community center facility; provided, however, that this section shall not apply to any person, organization, firms or corporations, or the agents of any person, or organization, firm or corporation, or employee of any person who are recommended by the Parks and Recreation Board and approved by the City Council to operate a concession or concessions for the sale of specified goods, wares, and merchandise within the municipal parks or recreation or community center facilities of the city.

Signature

*Janie Emmert*

Date\*

01/25/2022