



**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 \***

1LT Robert F. Welch III Charity

**Website**

www.1ltwelchrunforourheroes.org

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

☒ Yes ☐ No

**Please upload 501c3 Documents**

501c3 tax exempt letter 001.jpg 735KB

### Contact Information

**Primary Contact Name \***

Becky Welch

### Event Information

**Event Name/Title \***

1LT Robert F. Welch III Run for our Heroes

**Event Type \***

Fundraiser

**Purpose of event \***

To honor and remember our fallen heroes and celebrate all our military veterans and first responders

**Event Location \***

Olde City Park

112 S Ballard Avenue

**Proposed Event Date \***

04/23/2022

**Alternative Event Date \***

04/30/2022

**Start Time \***

06:00:00 AM

Include Setup

**End Time \***

04:00:00 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**

Event T-shirts, food items; vendor booths will sell various handmade items, Scentsy, CBD oil, Thirty-one, tshirts , purses, Usborne books, prepackaged food items, etc.

**Will there be food items provided?**

☒ Yes ☐ No

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

Free Lunch for Military Veterans, First Responders, and their families- Barnhill Brothers BBQ (food is prepared off site and lunch is served as a come and go in containers; bagged chips, cookies,etc)

LaLos Street Tacos

WHS ROTC Booster Club (burgers, hot dogs)

Dippin' Dots

SMOs Donuts

**Who is providing the food?**

☐ Applicant

☒ Food Vendor

☐ Other

**Anticipated number of Participating Vendors \***

60

**Anticipated Event Attendance \***

1,000

**Event Target Audience \***

Military, first responders, general public

**Event Details \***

Event is comprised of a 5k run starting at 9am (opening ceremonies at 8:30am), vendor fair (9-2pm), and free Heroes Lunch for all military veterans and first responders and their families (11-12:30pm). We will have a mix of paid vendors and nonprofit organizations set up along with a special military/first responder Heroes Tribute display. We will also have inflatables and activities for families. A special wreath presentation will be done at our Wylie Veterans Memorial.

**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

*Becky Welch*

Date\*

01/25/2022