



**Parks & Recreation Department**  
300 Country Club Rd, Building 100  
Wylie, TX 75098  
972-516-6340 | [Parks@wylietexas.gov](mailto: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 twelve weeks in advance, and no sooner than 6 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 the Collin County Environmental 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 the Environmental Services Specialist at 972-548-5528 or 972-548-5585. The Collin County website is [www.collincountytx.gov](http://www.collincountytx.gov) for further information.*
  - b. *If permit is required by Environmental 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 \***

Cure Sanfilippo Foundation

**Website**

<https://curesanfilippofoundation.org/>

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

☒ Yes ☐ No

**Please upload 501c3 Documents**

Determination Letter IRS-1.pdf 393.93KB

## Contact Information

**Primary Contact Name \***

Katharine Sink

## Event Information

**Event Name/Title \***

2nd Annual Do it for Declan 5K and Fun Run

**Event Type \***

5k/Walk

**Purpose of event \***

Fundraiser for the Cure Sanfilippo Foundation

**Event Location \***

Founders Park

851 Hensley Lane

**Proposed Event Date \***

12/09/2023

**Alternative Event Date \***

12/16/2023

**Start Time \***

05:00:00 AM

☐ Include Setup

**End Time \***

11:00:00 AM

☐ 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**

We will have food trucks that will sell various items such as popsicles, smoothies, and breakfast food. We will also sell Cure Sanfilippo Foundation merchandise, and same day registration for the fun run and 5K will be made available for purchase.

**Will there be food items provided?**

☒ Yes ☐ No

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

We will provide coffee, bottled water/energy drinks, energy bars. The additional food (smoothies, breakfast food) will be provided by food vendors from trucks.

**Who is providing the food?**

☐ Applicant

☐ Food Vendor

☒ Other Applicant and food vendors

**Anticipated number of Participating Vendors \***

5

**Anticipated Event Attendance \***

200

**Event Target Audience \***

Wylie community families and runners

**Event Details \***

We will be holding our 2nd annual one mile fun run and 5K run at Founders Park. The 5K will use the USATF certified route. We will have food trucks, vendor booths, and additional activities for children such as face painting, chalk, and giant games like Connect4. All proceeds from our event go to the non profit, Cure Sanfilippo Foundation (CureSFF), which funds critical research for treatments and a cure for Sanfilippo syndrome. Sanfilippo is often compared to Alzheimers, but in children. Children with Sanfilippo lose all the skills they have developed such as the ability to walk, talk, and feed themselves. They develop seizures and movement disorders. They experience pain and then pass away, often in their early teens. Currently, there are no treatments or cure for this devastating disease. We call it Do it for Declan because it is named after our son, Declan, who is 9 with Sanfilippo. Our event helps CureSFF with their mission along with raising awareness for the disease in our community. Awareness is just as important.

**Event Announcement and/or Flyers****Signature**A rectangular box containing a handwritten signature in cursive script that reads "Katharine Sink".**Date \***

06/01/2023