



**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 \***

KCHT-GMC (Kids Can Help Too - Gelila Mekonnen's Chapter

**Website**

www.kchtgmc.org

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

☒ Yes ☐ No

**Please upload 501c3 Documents**

### Contact Information

**Primary Contact Name \***

Mekonnen Hailemeskel

### Event Information

**Event Name/Title \***

Second annual Gelila Mekonnen's memorial event

**Event Type \***

Fundraiser

**Purpose of event \***

To memorize Gelila Mekonnen and to raise awareness for her dream organization.

**Event Location \***

Community Park

800 Thomas Street

**Proposed Event**

**Date \*** 03/05/2022

**Alternative Event Date \***

03/06/2022

**Start**

**Time \***

09:00:00 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 - food truck and possibly t-shirts

**Anticipated number of Participating Vendors \***

6

**Anticipated Event Attendance \***

100

**Event Target Audience \***

family members, friends, any interested in Wylie community

**Event Details \***

3k run and activity games

**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****Date \***

01/04/2022