



TRAFFIC ENGINEERING DEPT.
 Phone: 806-378-6297
 Fax: 806-378-6062
 Email: trafficeventpermits@amarillo.gov

Payment Methods
At City Hall - Accounting Dept. Room 301
 (3rd Floor) cash, credit, or check
 payable to City of Amarillo.
By Phone - Call 806-378-6202

Physical Address:
 Simms Building
 808 S Buchanan
 Amarillo, TX 79101

Mailing Address:
 ATTN: Traffic
 P.O. Box 1971
 Amarillo, TX 79105-1971

**THE FOLLOWING
 MUST BE FILLED
 OUT BY THE
 APPLICANT:**

FESTIVAL PERMIT APPLICATION

Applicant Name: _____ Phone: _____
 Address: _____
 City: _____ State: _____ Zip: _____ Email: _____
 Co-Applicant Name: _____ Phone: _____

PLEASE LEAVE A PHONE NO. IN WHICH YOU CAN BE REACHED DIRECTLY - IN CASE WE NEED ADDITIONAL INFORMATION. IF WE ARE NOT ABLE TO CONTACT YOU - WE WILL NOT BE ABLE TO PROCESS THE PERMIT.

I/We, the undersigned, _____, do hereby apply and submit a petition for a private street closure, for the purpose of holding a festival. The date and time of the street closure will be:
 on _____, 20____, between the hours of A.M. and A.M.
DATE P.M. P.M.P.
 Event Day of the Week: Sun Mon Tue Wed Thu Fri Sat

Street to be Closed: _____ From: _____ To: _____
STREET NAME STREET NAME STREET NAME
 Additional Street to be Closed: _____ From: _____ To: _____
STREET NAME STREET NAME STREET NAME
 Additional Street to be Closed: _____ From: _____ To: _____
STREET NAME STREET NAME STREET NAME

Estimated Number of Participants: _____
 Will there be music at this event? YES NO If yes what time will the music end: _____
A.M. P.M.
 What will be done about trash removal: _____
 Will people be charged to enter the event? YES NO Please indicate the charges: _____
 Purpose of street closure: _____

- D I agree to contact the City of Amarillo Drainage Utility Department (806-378-6913) at least 7 days before the event to discuss any potential street clean-up and fees.
- D I agree to notify the City of Amarillo Traffic Engineering Department when golf carts are being used within a festival. Any golf carts being used for an event that are not directly within the festival boundaries will need to be permitted with the Amarillo Police Department.
- D I agree to hire the number of police officers and police vehicles suggested by the Amarillo Police Dept. Motor's Sergeant to handle traffic control for the event. I have contacted Off Duty Management (877-636-8300) and gave the authorization to hire the officers and vehicles needed upon approval of this permit and I will make arrangements for payment.

Number of **officers** required by Police Dept.: _____ Number of **police cars** required by Police Dept.: _____

Remarks: _____

I certify that the above information is true and correct and that I agree to comply with all the requirements established by the City in conducting the proposed festival.

 Applicant's Signature Date

APPROVAL:

 Traffic Representative Date Police Department Date