

Chambers County
Mass Gathering and Outdoor Music Festival Permitting
Application Checklist and Coversheet
for:

(name of event)

Have you included the following in your application packet?

Signed and Completed Mass Gathering Application

Mass Gathering Permit Fee (required upon submittal of application)

Site Layout, indicating emergency exits, location of management point, medical station, security location, etc.

Event security plan, including location of security, number of officers, etc.

Event medical plan, including location of first aid station, number of medical personnel, etc.

Event communications plan (How will you communicate with internal and external agencies during the event?)

Signed/Notarized Music Festival Permits from County Clerk's Office (if applicable)

*Please do not staple together any of the documents in your application packet. Paperclips ok.

I acknowledge and represent that I have received and read the "Mass Gathering and Outdoor Music Festival Rules and Regulations", as approved by Chambers County Commission Court. I further acknowledge and represent that the information that I have provided in it is true and correct. In addition to these rules and regulations, I also confirm that all state and local laws, rules, and regulations will be followed.

Signed (applicant)

Date: _____

Print Name



MASS GATHERING PERMIT APPLICATION

Chambers County Fire Marshal's Office

PO Box 957 Anahuac, TX 77514 Phone: 409-267-2445 FAX: 409-267-4453

Event Name:

Address or Location of Proposed Event:

Identify the two (2) closest streets to the proposed event location:

Date of Event: *

Anticipated Attendance:

Start Time:

Ending Time:

Total Hours:

Will alcoholic beverages be sold/consumed? Yes No

Is a fireworks/pyrotechnics display proposed for this event? Yes No **

Event Promoter/Sponsor:

Address:

City, State, Zip Code:

Phone 1:

Phone 2:

Email:

List of Performers:

Performer:

Address:

Agent:

Address:

Performer:

Address:

Agent:

Address:

Performer:

Address:

Agent:

Address:

Performer:

Address:

Agent:

Address:

Property Owner:

Address and Telephone Number:

Will attendance be limited? If so, indicated how.

* The completed packet, with all required information and paperwork, must be submitted a minimum of 45 days prior to the event.

** Fireworks displays are regulated by the Chambers County Fire Marshal's Office based on conditions at the time of the event.

*** All state laws and local rules, regulations, and ordinances must be followed in addition to the stipulations specified in this application.

Per HSC 751 the application must include the below items. Please include and/or describe the information as requested under each item. Attach additional pages if necessary.

Briefly describe the event and what type of activities it will include.

Describe steps to be taken to ensure that minimum standards of sanitation and health will be maintained during the mass gathering.

A description of preparations made to provide traffic control, to ensure that the mass gathering will be conducted in an orderly manner and to protect the physical safety of the persons who attend the mass gathering.

Describe the preparations made to provide adequate medical and nursing care.

Describe the preparations made to supervise minors who may attend the event.

Attach the following documents:

Event Financial Statement

Copy of Agreement between Promoter & Performer

Copy of Agreement between Promoter and Property Owner

Site plan/layout of property showing any special features, entrances, exits, location of medical station, management location, etc.

Promoter's Signature

Date

* Email completed application to firemarshal@chamberstx.gov.

Fire Code Requirements for Temporary Events
Chambers County Fire Code/International Fire Code 2018 edition

Name of Proposed Event: _____ **Date(s):** _____

- All booths with any type of heat-producing or cooking devices must have at least one (1) 2A:10BC rated fire extinguisher with a current inspection tag and pin-seal on it.
- Booths that are frying any food (french fries, funnel cakes, etc.), or using cooking appliances with wood (BBQ pits, etc.) must also have a 'Class K' fire extinguisher within 20 feet of the cooking area. Min. 1.5 gallon rating.
- All vendors who are cooking with charcoal, wood or gas must do so in a safe and responsible manner.
- All booths using a generator, must position it at least (20) feet from any side or the roof of any tent or canopy. Re-fueling must be done at least 20 feet from any heat producing device (including the generator).
- Propane and butane cylinders must be secured to prevent them from being overturned. Tanks must be at least 4 feet from a heat producing device or mounted in an assembly designed to prevent heating of the tank. Line(s) between the tank and the heat producing device must be arranged to prevent thermal or mechanical damage of the line(s).
- All canopies or tents must be fire resistant. Tags stating such rating must be attached to the canopy and legible for inspection.
- Extension cords must be located so as to prevent the public from touching, walking on, or contacting.
- Combustible vegetation must be removed within 30' of the tent.
- Smoking is not allowed inside of tents.

I, _____, will comply with the above-listed fire safety requirements, and require vendors to do the same. I understand that the event is subject to fire-safety inspections before or during the time(s) which it is held.

Applicant Signature : _____

Name (print): _____

Date: _____

*Please include this completed page in the application and email to firemarshal@chamberstx.gov.