



## City of Laredo 10+ Outdoor Event Application (No Fee)

### Why must I submit an Application for Outdoor Gatherings of More than Ten (10) Persons?

On October 7, 2020, Texas Governor Abbott issued **Executive Order GA-32** relating to the continued response to the COVID-19 pandemic, which remains in effect until otherwise modified, amended, rescinded by the governor. Outdoor gatherings in excess of ten (10) people (excluding those listed in paragraphs 1, 2, 3, or 4 of GA-32), occurring within the corporate limits of the City of Laredo, must be pre-approved by the Mayor. Further, on September 30, 2020, the City of Laredo adopted the Public Health COVID-19 Emergency Ordinance providing for additional health protocols applicable to city owned facilities. This application permit is intended to facilitate, centralize, and expedite the existing process for event requests, as well as to safeguard the overall health of the community.

### How do I submit an application for Outdoor Gatherings of More than Ten (10) Persons?

This form has been provided for your convenience. Please submit the form at least five (5) business days in advance of the date of the proposed event. The City will respond within two (2) business days when in receipt of the request. Please submit this form to the **City Manager's Office** in person at **City Hall, 1110 Houston Street, Laredo, Texas 78040**, by e-mail to [kcaballero@ci.laredo.tx.us](mailto:kcaballero@ci.laredo.tx.us), or by fax at **956.791.7498**. Please contact **(956) 791-7302** or **(956) 791-7307** with questions.

### Event Description

Promoter's name: \_\_\_\_\_

Promoter's address: \_\_\_\_\_

Promoter's phone number: \_\_\_\_\_

Promoter's email address: \_\_\_\_\_

Property owner's name: \_\_\_\_\_

Property owner's address: \_\_\_\_\_

Street address of event location: \_\_\_\_\_

Property description of event location: \_\_\_\_\_

Date(s) of gathering: \_\_\_\_\_

Time of event: \_\_\_\_\_ Duration of event: \_\_\_\_\_

Number of persons expected to attend: \_\_\_\_\_

Type of event: \_\_\_\_\_

### Health & Sanitation Compliance

Note: A "no" response does not automatically disqualify an application, but is for informational purposes.

Will all participants be required to wear face masks? Yes \_\_\_ No \_\_\_

Will hand sanitizer be available for participants? Yes \_\_\_ No \_\_\_

Will participants be required to maintain the minimum standard of six (6) feet of social distancing? Yes \_\_\_ No \_\_\_

If food and drinks are being provided at the event, will all recommended health and safety measures be adhered to in order to protect the participants? Yes \_\_\_ No \_\_\_ N/A \_\_\_

Will readily visible signage be posted at the event to remind everyone of best hygiene practices? Yes \_\_\_ No \_\_\_

For drive-in concerts, movies, or similar events, will spectators remain in their vehicles at all and minimize in-person contact between people who are not in the same household or vehicle?

Yes \_\_\_ No \_\_\_ N/A \_\_\_

**Describe the measures you will take to obtain/record participants' contact information:**

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**Describe the plan to notify participants in the event of possible exposure to COVID-19:**

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**Additional Information, Terms, & Conditions:**

- If event permit is approved, Promotor understands and agrees to ensure that all attendees shall maintain 6-foot social distancing from others outside their household, to ensure masks are worn by all attendees in accordance with GA-29 issued by Governor Abbott on July 2, 2020, to monitor and adhere to all other applicable Executive Orders issued by the Governor of the State of Texas, and to follow any other health protocols recommended by the Local Health Officials. Promotor further understands that this permit does not supersede those issued by other departments and that additional permits may be required for this event.
- Promotor understands and acknowledges that by signing below, the Mayor is under no obligation to agree to sign this application, that the Mayor's decision to approve or deny any request will be based on the recommendations of the Local Health Officials, that nothing herein shall prevent or restrict the Mayor from revoking a permit granted or from modifying the conditions of approval, with or without prior notice.
- Promotor understand, acknowledges, and agrees that the City, its officers, officials, agents, contractors, and employees are not liable for any and all claims, damages, losses, and expenses (including, but not limited to, attorney's fees), arising out of or resulting from the event, sustained by any person or persons, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of property caused by the tortious act or negligent act or omission of Promotor, its agents, officers, members, affiliates, or employees.

**I understand that this is an official governmental document, and that by signing my name below, I hereby declare that the above information provided is correct and true, and agree to take full responsibility to monitor and ensure that all requirements and safety protocols required for this event are strictly adhered to.**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**City Office Use Only**

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City Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Approved: \_\_\_\_\_

Denied: \_\_\_\_\_

**Comments:**

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