

# APPLICATION FOR CIRCUS / CARNIVAL PERMIT

(City of Lubbock Code of Ordinances, Article 8.03)

Promoter's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Promoter's Address: \_\_\_\_\_

Phone Numbers: Cell: \_\_\_\_\_ Bus: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Name of Sponsor: \_\_\_\_\_

Address of Organization: \_\_\_\_\_

Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Numbers: Cell: \_\_\_\_\_ Bus: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**\*\* Attach list of names of owners of all booths, stores, game concessions, etc. ( if different from Promoter.) Include name, date of birth, Social Security number.**

Location of proposed circus or carnival: \_\_\_\_\_

Zoning of proposed site: \_\_\_\_\_

Proposed location of parking area (one parking space for every 100 square feet of ground area):

Dates of event: \_\_\_\_\_

Time period that event will be open each day: \_\_\_\_\_

Estimated number of people attending per day: \_\_\_\_\_

Proposed Security Plan: \_\_\_\_\_

Description and number of toilet facilities to be provided: \_\_\_\_\_

Description of Food Concessions:

Type of food stands (enclosed, self-contained, tents, etc.)

Menu of all food to be served: \_\_\_\_\_

Types of animals to be exhibited: \_\_\_\_\_

# APPLICATION FOR CIRCUS / CARNIVAL PERMIT

(City of Lubbock Code of Ordinances, Article 8.03)

A site plan of the proposed "set up" must be submitted with this application. The site plan should include a description of all buildings and/or tents and a description of the electrical wiring, equipment and mechanical rides.

The promoter hereby assures by signing this application that the circus or carnival will adhere to other City of Lubbock Electrical Code and that a duly bonded and licensed Master Electrician whose name is given below will do the wiring. The contractor shall request inspection of all electrical work performed.

Name of Licensed Master Electrician: \_\_\_\_\_

The promoter or sponsor must include with this application a copy of a certificate that tents and tarpaulins meet the requirement for fire resistance prescribed in the National Fire Protection Association "Standard Methods of Fire Tests for Flame-Resistant Textiles and Films NFPA No. 701" and that such fire resistance is effective for the period specified by the certificate.

A bond or cash, at the promoter's option, must be posted in the amount of \$5000 to insure the reimbursement to the City for expenditures for the services of policemen, firemen, cleaning of the grounds, damages, etc. The City shall refund the amount of cash posted less any amount expended by the City for said services or other costs.

A copy of a liability insurance policy in the amount of not less than \$500,000 for bodily injuries, including accidental death per occurrence and \$100,000 for property damage.

A non-refundable application fee in the amount of \$500.00 shall be included with this application.

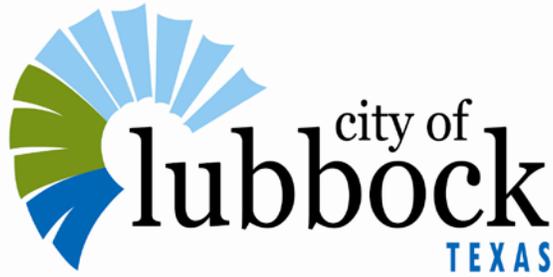
The fees stipulated in this application do not include other costs for City services and inspections that need to be performed.

The promoter or sponsor certifies that all information in this application, and all information furnished in support of this application is true and complete to the best of the promoter's or sponsor's knowledge and belief.

\_\_\_\_\_  
Promoter / Sponsor Signature

\_\_\_\_\_  
Title (Promoter/Sponsor)

\_\_\_\_\_  
Date



I, \_\_\_\_\_, authorize the Office of the City Secretary to charge my \_\_\_\_\_ card for \$ \_\_\_\_\_, via the card information listed below:

CREDIT CARD NUMBER	
CREDIT CARD TYPE (Visa or Master Card)	
AUTHORIZATION CODE (3-digit number on back of card)	
EXPIRATION DATE (MM/YY)	
CARDHOLDER ADDRESS (Street, City, State and Zip)	
<b>CARDHOLDER SIGNATURE</b>	

City of Lubbock  
Office of the City Secretary  
PO Box 2000  
Lubbock, TX 79457

(806) 775-2029

## **ARTICLE 8.03 CIRCUSES AND CARNIVALS**

### **Division 1. Generally**

#### **Sec. 8.03.001 Penalty**

Any person who shall hold, give or exhibit any circus, show, carnival, or any other performance or exhibition whatever for which a permit is required to be obtained under [section 8.03.031](#) without first obtaining such permit shall be deemed guilty of an offense, and shall upon conviction thereof be punished as provided in [section 1.01.004](#), and each day that such violation of this article shall continue shall constitute a separate offense, and such person's permit shall be revoked. (1983 Code, sec. 3-7; Ordinance 8465, sec. 7, adopted 7/28/1983)

#### **Secs. 8.03.002–8.03.030 Reserved**

### **Division 2. Permit**

#### **Sec. 8.03.031 Required**

No person shall operate any circus or carnival within the corporate limits of the City of Lubbock without first obtaining a permit from the city manager or authorized representative. This shall apply to traveling shows, carnivals and exhibitions which operate for a temporary period and use temporary structures or tents in connection with such show or exhibition. This section shall not apply to shows or exhibitions held in established theaters, auditoriums or other permanent buildings in the city. (Ordinance 1611, secs. 1–3, adopted 10/14/1954; 1959 Code, sec. 26-1; 1983 Code, sec. 3-2; Ordinance 8465, sec. 2, adopted 7/28/1983)

#### **Sec. 8.03.032 Application**

Any person desiring a permit for a circus or carnival shall make written application therefor at any time prior to the circus or carnival, but in no event less than fourteen (14) days prior to the starting date of the circus or carnival, to the city manager or authorized representative, which application shall include:

- (1) The names, addresses and telephone numbers of all persons applying for such permit;
- (2) The exact location where such circus or carnival is to be held or exhibited;
- (3) The dates and the hours during which such activity is to be kept open to the public;

- (4) The length of time and number of performances desired to be given under such permit. No permit shall be issued for a length of time to exceed fourteen (14) days;
- (5) A description of the types of buildings and/or tents;
- (6) A description of the electrical wiring, equipment and mechanical rides;
- (7) A description of the food concessions;
- (8) The types of animals to be exhibited;
- (9) A description of the toilet facilities to be provided;
- (10) A description of the security to be provided;
- (11) The parking area for the circus or carnival shall be adequate to provide one parking space for every one hundred (100) square feet of ground area encompassed by the circus or carnival;
- (12) Certificates of insurance in an amount not less than five hundred thousand dollars (\$500,000.00) for bodily injuries, including accidental death per occurrence, and one hundred thousand dollars (\$100,000.00) for property damage;
- (13) Either a bond or cash to be posted in an amount of five thousand dollars (\$5,000.00) to insure the reimbursement to the city for expenditures for the services of police officers, firefighters, cleaning of the grounds, damages and such other costs as the city may incur as a consequence of the circus or carnival. The city shall refund the amount of cash posted less any amount expended by the city for said services or other costs; and
- (14) An application fee in the amount of fifty dollars (\$50.00).

(1983 Code, sec. 3-3; Ordinance 8465, sec. 3, adopted 7/28/1983)

#### **Sec. 8.03.033 Investigation of applicant**

Before the permit will be issued, the city health officer, zoning administrator, fire marshal, police chief, and building official or their authorized representatives shall submit a report to the city manager or authorized representative stating whether or not they believe that the minimum standards of health, sanitation, zoning, safety, buildings and fire safety will be provided. (1983 Code, sec. 3-4; Ordinance 8465, sec. 4, adopted 7/28/1983)

#### **Sec. 8.03.034 Findings for denial**

(a) The city manager or authorized representative may deny the circus or carnival a permit to operate upon a finding of any of the following:

- (1) The application contains false or misleading information or required information is omitted;
- (2) The location selected for the circus or carnival is inadequate for the purposes for which it is to be used;
- (3) The description of the circus or carnival does not assure that minimum standards of sanitation, health, zoning, safety, buildings or fire safety will be provided; or that the circus or carnival will be conducted in an orderly fashion and the physical safety of property and persons in attendance and in the surrounding area will be adequately protected;
- (4) The circus or carnival has not received final approval from the city health officer, zoning administrator, fire marshal, police chief and building official;
- (5) The circus or carnival does not have adequate toilet facilities on the premises where the circus or carnival is to be held; or
- (6) No bond, cash or liability insurance policy has been posted to insure the safety of the people attending or to serve as reimbursement for personal or property damages.

(b) The decision to deny a permit shall be accompanied by a statement of the reasons for denial.

(1983 Code, sec. 3-5; Ordinance 8465, sec. 5, adopted 7/28/1983)

**Sec. 8.03.035 Compliance with city codes and ordinances**

Any person issued a permit under this article shall comply with all applicable codes and ordinances of the City of Lubbock. (1983 Code, sec. 3-6; Ordinance 8465, sec. 6, adopted 7/28/1983)