

**MONTAGUE COUNTY PROCESS FOR GATHERINGS OF 2,500
OR MORE**

A Mass Gathering is defined under Chapter 751 of the Texas Health and Safety Code as an event that can be defined by the following three (3) conditions:

(1) A gathering that is held outside the limits of a municipality

AND

(2) A gathering that attracts or is expected to attract more than 2,500 persons; or more than 500 persons, if 51 percent (51%) or more of those persons may be reasonably expected to be younger than 21 years of age and it is planned or may be reasonably expected that alcoholic beverages will be sold, served, or consumed at or around the gathering

AND

(3) A gathering where participants will remain for more than five (5) continuous hours; or for any amount of time beginning at 10:00 p.m. ending at 4:00 a.m.

An application from the coordinator, manager, organizer or promoter of such an event must be received in to the County Judge's office not less than 45 days before the event. The application is available online at www.co.montague.tx.us on the County Judge's page. An application may be obtained by request from the County Judge's office at (940) 894-2401 during normal business hours. There is a \$300.00 fee (nonrefundable) due at the time of filing of this application. A minimum fee of \$300.00 for health inspection and a minimum fee of \$300.00 for fire marshal inspection is also due at the time of filing of the application. All fees are payable to Montague County only by cashiers check, certified check or money order. Special events that require more extensive review maybe assessed a reasonable surcharge to compensate for the additional time spent reviewing the application and supporting materials. All inspection reports shall be submitted to the County Judge no later than 5 days before the hearing date.

A public hearing will be conducted no later than ten (10) days before the event. A person may not promote a mass gathering without a permit issued by the County Judge, pursuant to Section 751.003 of the Texas Health and Safety Code. A person commits an offense if the person violates Section 751.003. An offense under this section is a misdemeanor punishable by a fine of not more than \$1,000.00, confinement in the county jail for not more than 90 days, or both. The County Judge's office will coordinate the hearing date and time with all affected parties. The hearing will be posted as a public meeting.

Representatives from the county health officer, State fire marshal, Texas Department of Public Safety and the Sheriff's office may attend the hearing to ensure that the minimum standards in health and sanitation, fire safety and public safety and order are maintained at the gathering as prescribed by state and local laws, rules and orders.

Following the public hearing, the County Judge will grant or deny the permit as authorized by Section 751.007 of the Texas Health and Safety Code. A copy of the applicable sections of the statute may be found on the website for Montague County.

MONTAGUE COUNTY
MASS GATHERING PERMIT APPLICATION

Application must be filed and received at least 45 days prior to the planned mass gathering at the Montague County Judge's Office at the Montague County Courthouse Annex, Montague, Texas. Mailing address is P. O. Box 475, Montague, TX 76251. A permit fee of \$300.00 (nonrefundable) must be paid at the time of filing of the application. A minimum fee of \$300.00 for health inspection and a minimum fee of \$300.00 for fire marshal inspection must be paid at the time of filing of the application. All fees are payable to Montague County only by cashier's check, certified check or money order.

Event Description

Promoter's name:

Promoter's address:

Property owner's name:

Property owner's address:

Street address of event location:

Type and name of Event:

Property description of event location:

Date(s) of mass gathering:

Time of event:

Maximum number of persons to be allowed to attend:

A hearing will be held no later than 10 days prior to the event and the promoter of the following representative will be available to attend if necessary:

Name:

Contact information:

Event Financial and Contractual Obligations:

Attach the following documents:

- A true and correct copy of the agreement between the promoter and the land owner.
- List of the name and address of each performer and of their agent who has agreed to appear at the mass gathering including a description of the terms of the agreement.
- Financial statement reflecting the funds being supplied to finance the mass gathering and each person supplying the funds.

Health & Sanitation Compliance:

Following the minimum standards of the Texas Administrative Code, Title 25, Section 265.3 (water supply, toilet facilities, vector control, solid waste facilities, noise control, food sanitation, medical and nursing care and final site cleanup). Printed copy of this section is available upon request at the County Judge's office.

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

Describe the steps taken to ensure the physical health/safety of the persons attending:

Describe the preparation taken to provide adequate medical and nursing care.

Public Safety Compliance:

Following the minimum standards of the Texas Administrative Code, Title 37, Chapter 1, Subchapter L, Sections 1.161-1.169, NFPA 1, NFPA 101. Printed copy of Administrative Code sections are available upon request at the County Judge's office.

Describe how attendance will be limited to the maximum number stated in the event description above:

Describe the preparations you will take to provide traffic control:

Describe the steps you will take to ensure that the mass gathering will be conducted in an orderly manner:

Describe the preparations you will take to supervise minors who may attend the mass gathering:

Identify the location on the grounds where the promoter or a representative will be available at all times during the event:

Supply foot print of the event area including structures, tents, vendor areas and fire lanes.

STATE OF TEXAS
COUNTY OF MONTAGUE

I affirm that the information I have given in this document and its attachments are correct and I hereby set my hand this _____ day of _____, 20____.

Signature

Printed Name

RECEIVED at the Montague County Judge's office on the _____ day of
_____, 20_____.

Rick Lewis, County Judge

REVIEW BY MONTAGUE COUNTY SHERIFF'S DEPARTMENT

I have reviewed the foregoing Application, and I:

- Recommend it for approval.
- Do not recommend it for approval, because _____

Montague County Sheriff

Printed Name

REVIEW BY FIRE MARSHAL

I have reviewed the foregoing Application, and I:

Recommend it for approval.

Do not recommend it for approval, because _____

Fire Marshal

Printed Name

REVIEW BY MONTAGUE COUNTY HEALTH AND PUBLIC SAFETY DEPT.

I have reviewed the foregoing Application, and I:

Recommend it for approval.

Do not recommend it for approval, because _____

Montague County Health and Public Safety Officer

Printed Name

MASS GATHERING PERMIT APPROVAL/DISAPPROVAL

On _____, 20____, the above application for a Mass Gathering permit was considered by the Commissioners Court. The Court:

- Does not approve it. Promoter may not proceed with the event.
- Approves it. Promoter may proceed with the event, subject to the rules and conditions in the permit application and Chapter 751 of the TEXAS HEALTH AND SAFETY CODE.

Montague County Judge

Printed Name

Attest:

Montague County Clerk