



LEON COUNTY
Right Of Way/ Mass Gathering
PERMIT REQUEST FORM

If your event will have 25 or more entries you must complete a right-of-way application

*** If your event will take place at the Leon County Expo Center this Application does not apply and you should contact the Leon County Expo Center for instructions and policies***

(please print clearly)

Organization Name: _____

Type of event: ___ Trial Ride ___ Bike Ride ___ Other _____

Address of organizer _____

City _____ State _____ Zip _____

Representative / Promoter for Organization

Name _____ Title _____

Address of organizer _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Contact Information

1) This shall be the person who will be on scene with the event and in charge

Name _____ Title _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Emergency Phone Number: _____

2) This shall be the Backup person who will be on scene with the event and second in charge

Name _____ Title _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Emergency Phone Number: _____

Texas Mass Gathering Act

Texas Mass Gathering Act: will this event require mass gathering permit as required by Health and Safety Code Title 9, Safety, Subtitle A Public Safety Chapter 751. Mass Gatherings?

Yes ____ No ____

Property Owner Information

1) Starting Point

Property Owner _____ Title _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Emergency Phone Number: _____

2) Ending Point

Property Owner _____ Title _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Emergency Phone Number: _____

NOTE: As the property owner, I agree that any Law Enforcement personnel may enter my property at any time to enforce any and all provisions of this permit or any other lawful entrance.

By: _____ Date _____

Print

By: _____ Date: _____

Signature

Time and Route

The event will have a start date of _____ and will begin at _____ a.m. /p.m.

The event will have an end date of _____ and will end at _____ a.m. /p.m.

The Planned Route will affect these Leon County Roads, State of Texas Roads and US Highways.

Road Name

Time

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Applicant must attach five (5) printed maps that outline the route.

Entries

1) Estimated number of entries that will be involved must be listed below.

- a. Number of riders _____
- b. Number of animal drawn vehicles _____
- c. Number of vehicles -- Trucks _____

Cars _____

Other (explain _____) _____

Note No person may ride in a bed of a pickup truck or trailer under the age of 18 years old.

ATV (ie 4 wheelers, side by sides, golf carts or other type of off road vehicle must be in compliance with State Laws.

Participants / Attendees

Estimated number of participants, attendees, vendors, and staff will be involved:

_____ people. If number of participants/ attendees, vendors and staff exceed the estimated number provided the event shall be terminated immediately.

Please describe how the number of participants and attendees, vendors and staff will be controlled so as to not exceed the number of participants estimated.

Activity Agenda

Please describe the planned activities:

3) I also understand that all permits, required forms, and approvals must be submitted along with this application and approved by Leon County at least 90 days prior to the date of the event _____ Yes

4) I also understand that as the promoter of this event I accept all liability as it relates to any property damage or injuries that occur at this event _____ Yes

5) I acknowledge that I understand if any criminal activities occur at my event or if I am in violation of this permit at any time the permit can be revoked, and the event will be terminated by any Peace Officer and everyone will be required to vacate the event. _____ Yes

Section Headings

Headings and titles at the beginning of the provisions of this Permit Request form have been included only to make it easier and more convenient to locate the subject matter covered by that part, section or subsection and shall not be used in interpreting this Permit Request Form.

Governing Law

The validity and interpretation of any of the terms and provisions of this permit request form or the rights and duties of the parties hereunder shall be governed by the laws of the State of Texas. The venue for any case arising out of this Permit Request form shall be in Leon County Texas.

Gender and Number

Words of any gender in this permit shall be construed to include any other gender and words in either number shall be construed to include the other, unless context clearly requires otherwise.

Amendment / Modification

Any amendment or modification to the terms of this Permit Request form or any exhibit attached hereto shall be in writing, shall be dated subsequent to the date of this Permit Request form shall be approved by Leon County. No officer, agent employee or representative has any authority to amend or modify any terms herein without the expressly granted authority by Leon County Commissioner's Court.

Administrator

Leon County Commissioners Court in Session on the _____ day of _____ has appointed _____ as the administrator for this type of permit.

All Correspondence pertaining to this Permit Request Form shall be directed to:

Signature of Applicant

By: _____ Date _____
Print

By: _____ Date: _____
Signature

Title _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Emergency Phone Number: _____

Notary Required

State of Texas

County of _____

I, _____, do hereby solemnly swear, under penalty of perjury, that all information provided herein is true and correct

Signature of Applicant

Sworn to and subscribed before me, _____, Notary Public in and for the State of Texas this _____ day of _____, _____.

Commision Expiration _____

Signatures of Officials

Approved by

Leon County Sheriff's Office

By: _____ Date _____

Print

By: _____ Date: _____

Signature

Title _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Approved by:

Leon County Emergency Management

By: _____ Date _____

Print

By: _____ Date: _____

Signature

Title _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Approved by

Leon County Judge

By: _____ Date _____

Print

By: _____ Date: _____

Signature

Title _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Leon County Commissioners Court Action

On this the _____ day of _____ 20____ the Leon County Commissioners Court hereby voted to:

_____ Approve, Permit Granted

_____ Deny, Permit not granted

This Action is recorded in the minutes of the meeting of the same date as this action.

Leon County Judge