

Revised 1.23.2020

[illegible]

➔**LOCAL STREET CLOSURE FEE:** \$250.00 per street per day. (Site plan and Street closure map must be included with application.)

➔**TRAFFIC CONTROL:** Public Safety fees, if required, will be \$55 per hour per deputy.

Traffic Control	<u>Date:</u>	<u>Time</u>
		<u>Start:</u>
		<u>End:</u>

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		<u>Start:</u>
		<u>End:</u>

➔**BARRIERS AND TEMPORARY STRUCTURES:** Barriers and temporary structures must be detailed on the site plan. A public safety plan, crowd managers and/or fire guard may be required and must be approved by Mesilla Fire Department.

Will temporary fences or barriers be erected?

Will temporary membrane structures be erected (tents, canopies)?

Will temporary stages or other structures be erected?

If yes, What quantity and size of Structures? _____

Description of Structure. _____

Yes:	No:
Yes:	No:
Yes:	No:

➔**FOOD AND BEVERAGE VENDORS:**

Will the event feature food, beverage or merchandise vendors?

Yes

No

Approximate number of food locations: _____

Approximate number of beverage locations: _____

Approximate number of merchandise locations: _____

How will you supply electrical power to your event? _____

➔**ALCOHOL:**

Insurance and other provisions will be required when serving, consuming or selling alcohol. All alcohol sales require a New Mexico License.

**Must be licensed within the Town of Mesilla to serve/distribute Alcohol.

*Applicant must supply security and fencing for entire area where alcohol will be served and consumed.

Will alcoholic beverages be sold, served or consumed at the event?

Yes:

No:

SEE ATTACHED RULES AND REGULATIONS FOR USE OF FACILITY RENTALS

If you would like to hold the reservation with a credit card number please call 575-524-3262 with the following:

Credit Card Number, Expiration, CCV, Name on Card, and Billing Address as it appears on your statement.

Signing below acknowledges the applicant agrees to the conditions included on this form:

Name of Applicant (Printed) _____

Signature of Applicant _____ Date _____

RULES AND REGULATIONS

*All rental times include set-up and break-down.

PLAZA

The person or persons to whom this permit is issued shall be liable for any loss, damage or injury sustained by any person present during the rental times stated above. The applicant will be responsible and accountable for persons participating in the event. (INITIAL)_____

No rope, chain or similar device may be attached to any plant or park equipment for any reason. (INITIAL)___

No vehicles may be driven in or onto the Plaza. (INITIAL)_____

Pet owners are responsible for keeping pets under control or on a leash. Pet owners are responsible for cleaning up after their pet. (INITIAL)_____

The applicant understands that the Plaza/Park is a public place, and that additional people may be in the general area, however, if other people are interfering with the actual activities of the rental area (i.e. refusing to move from the Plaza during a scheduled practice), the applicant may call central dispatch to have the Mesilla Marshal's Department rectify the situation (Central Dispatch (575)526-0795, # sign, option 6). (INITIAL)_____

No blocking of public parking or residential parking in and around the Plaza without consent. (INITIAL)_____

No open flame of any kind is allowed. (INITIAL) _____

I understand by signing below that my deposit may be held in part/whole if any of the above violations occur.

Name of Applicant (Printed)_____

Signature of Applicant _____ Date _____

OFFICE USE ONLY

APPLICATION FEE:	Date Submitted: _____	ADDED TO MASTER CALENDAR
STREET CLOSURE:	Date Submitted: _____	
DEPOSIT:	Date Submitted: _____	RETURN DEPOSIT VIA:
MISC. FEE:	Date Submitted: _____	MAIL
		SHRED
TOTAL:		RENTER PICKUP