



# EVENT SECURITY PLAN

## CITY OF HOUSTON PARKS AND RECREATION DEPARTMENT

### EVENT SECURITY

To be completed by Applicant

Park Site \_\_\_\_\_ Date of Event \_\_\_\_\_ Start time \_\_\_\_\_ End time \_\_\_\_\_  
AM/PM AM/PM

**(No rental may extend beyond 11:00 PM on any night)**

Name of Applicant \_\_\_\_\_ Type of Event \_\_\_\_\_ Estimated Attendance \_\_\_\_\_

Check all that apply:  Youth Event  Adult Event

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

### SECURITY INFORMATION

To be completed by Security Coordinator

Name of Security Organization \_\_\_\_\_ Security Coordinator (Name & Rank) \_\_\_\_\_

Signature \_\_\_\_\_ Phone Number \_\_\_\_\_

- Only Texas Certified Peace Officers may be used.
- Private Security Guards are not acceptable.
- Peace Officers working this event must be in uniform & be lawfully authorized & personally willing to enforce City of Houston laws and ordinances as well as Parks Rules & Regulations.
- Officers must arrive ½ hour prior to the starting time shown and remain on site ½ hour past the ending time.

### OFFICER ASSIGNMENTS

RESPONSIBILITY	# OF PAID OFFICERS	REPORTING/ENDING TIME
Crowd control		
Traffic control		
Other		
<b>TOTAL</b>		

### SECURITY PLAN APPROVAL

To be completed by HPARD Community Center Site Manager

The security plan outlined above has been reviewed and approved by HPARD Community Center Site Manager.

Signature of HPARD Community Center Site Manager \_\_\_\_\_ Date \_\_\_\_\_