



EVENT SECURITY PLAN

CITY OF HOUSTON PARKS AND RECREATION DEPARTMENT

(Form is due to community center 7 days after initial request)

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		
TOTAL		

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 _____