

**COLLIN COUNTY  
APPLICATION FOR MASS GATHERING PERMIT**

GATHERING NAME		LOCATION OF GATHERING (including description)	
VINTAGE MARKET DAYS		Myers Park & Event Center	
Promoter Name		Promoter Mailing Address	
JACKIE SHAW		P. O. BOX 433, SAPULPA OK 74067	
Promoter Office Phone	Promoter Cell Phone	Promoter Email Address	
	918-688-0142	mckinney@vintagemarketdays.com	
Myers Park & Event Center		7117 County Road 166, McKinney, TX 75071	
Collin County Government		972-548-4792 email: mpec@collincountytx.gov	
Date(s) of Mass Gathering	Starting time of Gathering	Ending time of Gathering	
NOVEMBER 17, 2023	9 AM	4 PM	
NOVEMBER 18, 2023	10 AM	4 PM	
NOVEMBER 19, 2023	10 AM	4 PM	
Maximum Number of Persons Allowed to Attend		Date of Application	
Not more than 2500 at one time/max 9000		sept. 14, 2023	
Printed Name of Applicant	Title of Applicant	Signature of Applicant	
Jackie Shaw	Owner/Promoter	<i>Jackie Shaw</i>	

**Along with the above information you must attach to this application the following:**

1. A financial statement reflecting the funds being supplied to finance the mass gathering and each person supplying the funds
2. A signed copy of the Facility Use Agreement between the promoter and Myers Park & Event Center
3. A plan on how the promoter intends to limit attendance to the number of persons listed above
4. The name and address of each performer who has agreed to appear at the event and the name and addresses of their agent
5. A description of each agreement between promoter and performer
6. A description of each step the promoter has taken to ensure that minimum standards of sanitation and health will be maintained during the event
7. A description and written plan for traffic control, to control ingress and egress, to ensure the physical safety of the persons attending the event
8. A description and written plan to provide adequate emergency medical care for those attending the event
9. A description and written plan on the supervision of minors who may attend the event
10. Return completed application to Myers Park & Event Center at 7117 County Road 166, McKinney, Texas 75071

**COLLIN COUNTY APPLICATION FOR MASS GATHERING PERMIT**

**VINTAGE MARKET DAYS/DALLAS-MCKINNEY**

**November 17-19, 2023**

- 1) **Financial Statement – Please see “Attachment A” This is an estimate of vendor booth rental fees, gate fee and sponsorship fee as well as expenses incurred to promote the event.**
- 2) **A certified copy of the agreement between promoter and property owner Please see “Attachment B”**
- 3) **A plan on how the promoter intends to limit attendance to the number of persons listed above:**

**We are basing our numbers from the last three events held at Myers Park an Event Center in 2021 and 2022. The maximum number of 7000 is for two days with Saturday being the day with the highest attendance of approximately 4500, however this might be on the high side. Vintage Market Days is a “Come & Go Event” with anticipated attendance at any one time to be no more than 2500. Attendance numbers will be monitored by hourly counts to ensure maximum capacity is not exceeded. If necessary attendees will be turned or ask to wait in line until other guest leave to ensure a safe and secure environment.**

- 4) **The name and address of each performer who has agreed to appear at the event and name and address of their agent.**

**Steve Liddell  
Tulsa, OK**

- 5) **A description of each agreement between the promoter and the Performers:  
(see Attachment “C”)**

**We have attached a sample contract used between Vintage Market Days and vendors.  
(See “Attachment “D”)**

**We have also attached a sample copy of the Show Barn & Stall Barn vendor floor plan  
(see Attachment “E”)**

- 6) **A Description of each step the promoter has taken to ensure that minimum standards of sanitation and health will be maintained during the event:**

**Myers Park staff and Vintage Market Days volunteers will monitor the facilities to make sure that optimal standards are maintained at all times. Myers Park Show Barn has permanent restroom facilities, separate Women & Men, to provide comfort to all of the attendees and ensure satisfactory sanitation conditions for the three day event.**

- 6 cont'd) All food vendors are required to make application for food service permits and to be approved and permitted by the Collin County Development Services Department, as outlined in the Myers Park and Event Center Facility Agreement as well as in our Vendor Contract.
- 7) A description and written plan for traffic control, to control ingress and egress, to ensure the physical safety of the persons attending the event:

Traffic Control: We have attached the Parking Plan Map (Attachment "F").

We have both an Entrance (between Lot A & C) and Exit (posted between Lot A & B) sign posted. We will have paid Collin County staff to assist with traffic control as well as volunteers that have assisted us with the last eight events. The parking staff will be clearly identifiable with their uniform appearance. Directional Parking Signs will also be posted directing customers should Parking Lot A, B & C become full. We have used the same volunteers, traffic control plan for the last eight events and it worked extremely well.

On Site Security: Security will be provided by personnel contracted by Myers Park and Event Center and paid for by Vintage Market Days. Two security personnel will be on duty at all times during the event. It should be noted that this is a family-oriented event. No alcohol will be served.

Communications: The office of our event will be located in the Show Barn. Vintage Market Days volunteers will be designated in 3 areas of the Show Barn as well as moving volunteer personnel to identify problems. A communication system will be established to coordinate activities with parking, security, medical, emergency and volunteer personnel in order to protect the physical safety of persons attending the event. We will also have direct contact with Myers Park staff at all times. All volunteer personnel will be given guidelines regarding evacuation routes, fire extinguishers, the location of first aid station, the communication systems, and their responsibility of the safety of participants and guests.

The Show Barn office will be the location of reuniting lost children with their adult. Vintage Market Days Volunteers will monitor visitors to the event to ensure minors are accompanied by an adult.

- 8) A Description and written plan to provide adequate emergency medical care for those attending the event:

Medical Care: A clearly marked First Aid area will be located near the entrance of the Show Barn. We will have one trained medical personnel volunteer. One volunteer will be stationed in this area at all times. Vintage Market Days volunteers will monitor visitors and notify through appropriate channels any type of medical emergency. All volunteers will be aware of the location of the First Aid Center.

Communications with medical and fire responders will be coordinated through the Show Barn Office. Vintage Market Days volunteers will be situated throughout the Show Barn with communication devices available to communicate arising situations. Show Barn Office personnel will also have direct contact with Myers Park Staff. Baylor Medical Center is approximately 4 miles south.

- 9) A description and written plan on the supervision of minors who may attend the event:  
All minors will be required to be accompanied by an adult. Signs stating that policy will be posted in the Show Barn. Vintage Market Days volunteers will monitor the attendees to ensure children are accompanied by an adult. The Show Barn Office will be the location of reunited lost children with their adult if necessary.