

In order for the City of Wichita Falls Traffic Engineering Department to approve a street closure application within the highlighted Downtown area (map attached), the following is required:

- CONTACT-Downtown Wichita Falls Development, Jana Schmader 322-4525, 709 Indiana
- LAYOUT PLAN-map with details of the area of closure
- VENDOR LIST- if food trucks etc. will be included, copy of their permit must be provided.
- RESTROOM ACCESS- If this event is NOT sponsored by a business, and if the event will consist of more than 40 people, outdoor restrooms must be provided. One being handicap accessible.
- CONTACTS – The applicant must contact all businesses/apartments that will be affected by the closure. A list of the contact person, their phone number and signature must be obtained and provided.
- ELECTRICAL USE- nothing will be connected to the City's electrical outlets. A generator must be used but will not exceed DB maximum level of 65.