

# GRIGGS PARK RESERVATION APPLICATION



**Griggs Park is always open to the public.  
Your reservation/permit secures a designated area of the park.  
Park Hours: 5:00 AM – 11:00 PM | Noise ordinance (CH. 30)**

GRIGGS PARK ATTENDANCE RESERVATION PRICING (non-refundable)		SECURITY @ \$65/HR Minimum of 4 hours is required (not included in reservation pricing and non-refundable)
10-100	\$200	1 DPD Officer
101 – 499	\$400	2-3 DPD Officers
500 – 999	\$600	5
1000 – 1499	\$800	6
1500 – 1999	\$1000	7-10
2000 – 5000	\$1200	8-12
Over 5000	\$1500	10-15

**Applications are required to be submitted at least 60 days in advance.  
A \$40 rush fee will be added to all applications received less than 90 days in advance.**

**Security** | Uptown Dallas Inc. and the City of Dallas requires a Dallas Police Officer(s) be reserved for all events. Officer(s) can be reserved by emailing [publicsafety@uptowndallas.net](mailto:publicsafety@uptowndallas.net).

**Alcohol/  
TABC** | Requires TABC certified servers as well as representative to check ID's ensuring that any/ all guest consuming alcohol is 21+. Alcoholic beverages are prohibited in public streets, sidewalks and parking areas adjacent to the park.

**Disposal** | **Ice/Water** – Ice/Water (in minimum amounts) can be discarded of in an area that does not create a puddle/mud/blockage. Preferred areas are near drainage ditches located on Clark Street.  
**Trash** – Trash must be disposed of properly and not left on property. Please ensure your party supplies include your own trash bags.

**Insurance** | Insurance is required by all vendors including tents, tables, toilets, and others. The Certificate of Insurance must name Uptown Dallas Inc. and the City of Dallas as additional insured for event.

**Parking** | Public parking is located throughout the neighborhood and specifically along Clark Street. There is no reserved parking for Griggs Park and parking is at a first come/first serve basis. To reserve parking spaces for your event, including vendors, a special event permit with the City of Dallas is required.

**Large Event Parking** – Additional, large event parking, can potentially be reserved under Woodall Rodgers at Boll Street by contacting the lots property owner, Booker T. Washington High School. An approved reservation to use this lot must be presented and must include a security officer while any/all cars are present. Uptown Dallas Inc. is not liable for damages and/or stolen items.

**Promotion** | If your event is open to the public, Uptown Dallas Inc., at the decision of the Marketing, Outreach, and Placemaking Committee, can secure a listing on the organization’s website [uptowndallas.net](http://uptowndallas.net). Also at the decision of the Uptown Dallas Inc. Marketing, Outreach, and Placemaking Committee, a social media post could be considered as well. If this is of interest, please initial here \_\_\_\_\_.

- Prohibited For Your Safety:**
- No alcohol permitted on streets, sidewalks, or parking adjacent (#20328)
  - No alcohol without approved permit
  - No buskers for tips without permit
  - No Smoking
  - No open fires including grilling or candles
  - No damaging of trees, shrubs, flora, landscaping
  - Golfing is prohibited for purpose of citizen safety. (32-1)
  - No dumping permitted. (CH. 18)
  - Motor vehicles on park turf prohibited. (#32-8 #32-11)
  - Dog defecation on public and private property prohibited. (#23126)
  - Dogs must remain on leash. (#8019)
  - No sleeping in public places. (#31-13)
  - No unauthorized vending, sales or advertising on public property permitted. (Code 50-156)
  - Littering is prohibited (#37A-7)
  - Political Signage (CH. 15-A)

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email Address \_\_\_\_\_

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

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Event date \_\_\_\_\_ Event time \_\_\_\_\_

**Describe your event:**


Do you need time before/after to setup/tear down? YES  NO

Estimated Attendance \_\_\_\_\_

**Anything else we should know?**


Please list ALL Vendors:


**SUBMIT**

or mail to:

**Uptown Dallas Inc.**  
**3600 McKinney Ave., Suite 210**  
**Dallas, Texas 75204**

***For Internal Use Only:***

*Irrigation Off*

*Electrical On*

*Security*

*Mowing Informed*

*Next Day Trash  
 Review/Power Wash*

*Signage*

*Trash Pickup*

*Ballards On/Off*

*Vendors*

*Approval Signature(s)* \_\_\_\_\_

*Date* \_\_\_\_\_ *approved permit number* \_\_\_\_\_

*DPD Officer:*

*Badge Number:*
