



39th Anniversary

HARLINGEN PARTNERSHIPS WORKING TOGETHER

August 2, 2022

6:00pm to 9:00pm

PARTNER PACKET

PRESENTED
BY

HARLINGEN POLICE DEPARTMENT

District Representatives Unit

1018 Fair Park Blvd

HARLINGEN, TEXAS 78550

(956) 873-0380

39th Anniversary

HARLINGEN PARTNERSHIPS WORKING TOGETHER

Welcome to our **NATIONAL NIGHT OUT 2022** celebration!

We thank you for your support of our local crime prevention and awareness campaign. We sincerely hope your participation will be most enjoyable and rewarding!

HPD would like to invite you to participate in our "Backpack Giveaway" and respectfully request your donation of at least one backpack filled with school supplies. These backpacks will be raffled during the event and your company will be recognized on stage and photographed. Thank you for making our children our priority!



Your Partner Packet contains important information regarding Harlingen Police Department National Night Out 2022 as well as a listing of the HCISD school supply list.

Please review the material carefully. If you have questions or need further assistance, please let us know.

We look forward to serving you as we build better police-community partnerships!

Sincerely,

Sgt. R. Cruz

District Representatives Unit



2022

HARLINGEN PARTNERSHIPS WORKING TOGETHER

IF YOU NEED ASSISTANCE, WE'RE HERE TO HELP!
HPD District REPRESENTATIVES UNIT

SGT. Rebeca Cruz – Coordinator
(956) 873-0380

EVENT OPERATIONS

OFFICER JORGE MORENO
(956) 244-0570

On-site overall operations, event registration, guest relations, volunteer staffing, event security detail, first aid services and event design & set-up

EQUIPMENT/ ENTERTAINMENT

OFFICER ORLANDO GONZALES
(956) 244-2482

Overall equipment, electrical, event lighting, mechanical set-up, park grounds & utilities, live bands, recorded music DJ services, stage security & access, programming

FOOD, GENERAL SERVICES AND SANITATION

OFFICER BENITO BRAVO
(956) 367-1545

Food service and preparation, beverages, picnic area access, food vendor certificates, sanitation, stocking and general services (event staff needs)

CHILDREN GAMES/POLICE EDUCATION ACTIVITIES

OFFICER JESUS ELIZONDO
(956) 244-4876

Children's games coordination, public parking, special needs parking, shipping and receiving
HPD tent, Explorer literature, CPA/VIP Literature, Police Services Literature

Guide/Registration and Assignment of Spaces

OFFICER JORGE MORENO
956-244-0570



2022

**HARLINGEN PARTNERSHIPS WORKING TOGETHER
EVENT INFORMATION, RULES, & GUIDELINES**

The following event information, rules, & guidelines are provided to help ensure a safe and effective police-community event. Harlingen National Night Out 2022 is sponsored by the Harlingen Police Department and is under the direction of the District Representatives Unit, under the direction of the Office of the Chief Police.

This is a **FREE** event. Your participation is **FREE** and all items, food and drinks provided are **FREE** to the attendees.

REGISTRATION

1. All event volunteer groups, community / business partners, and special presenters **MUST** complete an official event registration form prior to participating in Harlingen Police Department National Night Out 2022. The deadline to register is **July 30TH 2022**. Registration forms are available by calling any of the numbers on the previous page.
2. There is no registration fee. Simply complete an official event registration form and return it to EVENT OPERATIONS **prior to registration deadline of July 30TH, 2022.**
3. Group contact persons shall be responsible for their group members' actions and conduct during the event. All registered event participants shall reflect the attitude of police – community partnerships and strive to further this idea through positive, responsible participation in Harlingen National Night Out 2022!

BOOTHS, FOOD DISTRIBUTION, PERMITS

4. Spaces are limited on a “first come – first served” basis. Review the included map layout and select your location. Indicate the numbered location you selected in your registration form. Due to an overwhelming request from businesses/organizations to display their own tent to better advertise their business, this year we are requesting businesses / organizations to bring their own tent, table, and chairs. This will also allow everybody to expand in the area of creativity.
5. Partners, you are strongly encouraged to organize an inter-active booth to better connect with our community. Based on past events we have noticed these types of

booths attract more participants. Interaction can be in the form of our main theme, games, and or activities; face painting, fishing out of-the-water games, bouncers, and /or physical and brain games. You are required to have your own people monitor your equipment for safety purposes. HPD does not have extra personnel available to run or control your equipment.

6. Partners may set up their area on Monday August 1st beginning at 12:00 p.m. through 3:00 p.m. and Tuesday August 2nd between 8:00 a.m. and 2:00 p.m. Overnight security will be provided by the Harlingen Police.
7. If providing ANY prepared/packaged food/drink items for public consumption, please indicate on Official Event Registration Form. This includes wrapped candy, baked goods, food samples, fruit drinks, popcorn, cotton candy, hotdogs, cookies, fruit, etc. **Special Note:** No Temporary Food Permits are necessary for this year's event however, food handling ordinances will apply! Please check with Officer Benito Bravo for EVENT FOOD & SANITATION / ordinance details at (956)367-1545.
8. **No sale of ANY items**, products or services shall be allowed at event. All awards, prizes, gifts, promotions, and give-aways shall be provided to the event public **"absolutely free of charge."** Promotions, products, and/or services requiring off-site applications, processing, solicitations, demonstrations, and/or other requirements may be acceptable during event **with prior approval by HPD.** Questions? Contact EVENT OPERATIONS.
9. All booth operators shall provide a sample of all written, printed, copied and/or otherwise published material being distributed at event. All booth promotional items i.e.: logo bracelets, toys, jewelry, wearables, bumper stickers, pens, etc. must be approved by HPD **prior to event distribution.**
10. Published materials must provide anti-crime slogans, drug prevention and awareness information, and/or crime prevention tips supporting the Harlingen Police Department's crime prevention efforts. Ideas are available at HPD. For more information, contact EVENT OPERATIONS **prior to event date.**
11. All booth decorations **MUST** be pre-approved by HPD EVENT OPERATIONS. It is the sole responsibility of group contact person(s) to receive HPD approval for booth promotional decorations, slogans, banners, highlights, etc. **prior to event date.**
12. No alcoholic beverages shall be allowed on event grounds during event.
13. Group contact person(s) shall be responsible for ALL persons entering and/or "working" within group contact person's assigned booth and/or event structure. Person(s) entering any booth and/or event structure will be considered booth volunteer(s) and/or booth operator(s).

14. Food handling ordinances shall apply to all booth volunteers and operators and are subject to inspection(s) by Health Department personnel in accordance to ordinance regulations.
15. Food booth operators are responsible for providing food preparation equipment, sanitary utensils, power cords, etc. If electric power is needed the extension cords should be a “minimum” of 100 feet in length in order to reach an available power outlet.
16. Power outlets are very limited on park grounds. Self-powered electric generators are recommended.
17. HPD rented park attractions, powered-mechanical children games and rides, public safety features, and audio entertainment shall receive priority use of electrical power outlets throughout park grounds!
18. Space locations shall be pre-marked by EVENT OPERATIONS. PLEASE: Do not move or otherwise exchange booth or structure locations without prior approval from EVENT OPERATIONS.
19. Failure to follow these instructions may result in the shutting down of your booth.

This year marks the 39th Anniversary of National Night Out!
Thank you for joining America’s Night Out Against Crime!
The men and women of the Harlingen Police Department appreciate your help and support in making our local event a great success!

HARLINGEN PARTNERSHIPS WORKING TOGETHER



"Harlingen Partnership Working Together"

Welcome to the Harlingen Police Department National Night Out 2021 Celebration! We thank you for your support of the crime prevention and awareness campaign and hope your participation will be most enjoyable and rewarding.

Group Name (Please Print Legibly)

Please Circle One:

Business School Church Civic Group Law Enforcement Other

Mailing Address (Please Print Legibly)

E-Mail Address

() _____ - _____
Daytime Telephone

() _____ - _____
Other Contact Number

Group Contact Person:

How many participants in your group:

Will your group be serving food/beverage items at event? YES NO

Choose a site from the map included. Choose two alternates

1. _____ 2. _____ 3. _____

List any activities if applicable:

Will your group be providing a back pack with school supplies for raffle?

Please email or fax completed form to: Events Operations Officer Jorge Moreno
jmoreno@harlingenpolice.com or Sgt. Rebeca Cruz rcruz@harlingenpolice.com
Fax# 956-216-5407



HARLINGEN POLICE DEPARTMENT

ADMINISTRATION
Chief Michael Kester

Dear National Night Out 2022 Partner:

On **Tuesday, August 2nd, 2022**, neighborhoods throughout Harlingen are being invited to join thousands of communities nationwide for the **National Night Out 2022** crime and drug prevention event.

National Night Out is designed to:

- Heighten crime and drug prevention awareness;
- Generate support for, and participation in, local anti-crime efforts;
- Strengthen neighborhood spirit and police-community partnerships; and
- Send a message to criminals letting them know neighborhoods are organized and fighting back.

From 6:00 p.m. to 9:00 p.m. on Tuesday August 2nd, residents in neighborhoods throughout Harlingen are asked to lock their doors, turn on outside lights and spend the evening outdoors with neighbors and police at a community-wide celebration held at historic Lon C. Hill Park, located at; 1217 Fair Park Boulevard in Harlingen, TX.

We're asking for your support! Your financial contribution and/or donation of goods & services will ensure a successful community event.

If you would like to feature your business or organization at **National Night Out 2022**, we will have spaces available on a "first-come, first-served basis" so you may set-up a tent, tables and chairs. For more information, please contact the Harlingen Police Department District Representatives Unit **Sgt. Rebeca Cruz (956)873-3443** or **Officer Jorge Moreno (956)244-0570**.

Your partnership with the Harlingen Police Department **National Night Out 2022** showcases the vital importance of police-community partnerships in our fight to build a safer community. We sincerely appreciate your support and look forward to working together as partners!



