

CITY OF HARLINGEN

HOT FUNDS APPLICATION

The City of Harlingen Convention and Visitors Bureau would like to thank you for applying to have your event Co-Sponsored by the City of Harlingen! This application is to ensure your event goes on without a hitch! Please fill out the following information to the best of your abilities 2 MONTHS prior to event. **Please attach Flyer to application.**

ORGANIZER INFORMATION

Event Coordinator: _____
Organization: _____
Non-Profit Organization: _____
Phone Number: _____
City: _____ State: _____ Zip Code: _____

EVENT INFORMATION

Event name: _____
Date: _____
Time: _____
Location: _____
Expected Attendance: _____

Type of Event:
 Local Tourism Attraction

Entrance Fee:
 Yes No

Set up time: _____

Description of event: _____

Beer Sold:
 Yes No



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It is imperative that your organization submit the Hot Funds Application at least 2 months prior to your event for smooth processing. All applications submitted with less than 2 months from event date will be automatically disqualified.

ITEMS NEEDED

Check all items requested.

PUBLIC WORKS

- Street Closures
- Barricades

If yes, what streets: _____

PARKS & RECREATIONS

- City Stage
- City Tent (20x20)
- Portable Bathrooms

SANITATION

- Trashcans

If yes, how many: _____

POLICE

Any police department requests must be made through the Harlingen Police Department you may contact them at 956.216.5940

Event Coordinator Signature & Date

CVB Director Signature & Date



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To qualify for continued support by the City of Harlingen please make sure to submit your post-event evaluation along with photos of the event. Information provided will be utilized as reference to upcoming hot funds applications submitted by same organization.

POST-EVENT EVALUATION

Event: _____

Organization: _____

Attendance: _____

Sales: _____

Issues/Comments: _____

