

**SAN AUGUSTINE COUNTY
PREMISES USE POLICY**

Brief description of Event (please include estimated Attendance).

Annual Heritage Day Festival will be May 1st and 2nd, same weekend as sale on the trail. Vendors will be set up around the square Friday and Saturday. Art exhibit will be in the courthouse on Saturday. West Columbia will be closed on Saturday for car show.

Requesting Organization:

I am an as an officially delegated representative of the above named organization, if any, and do hereby agree to the conditions above concerning the use of the building/grounds for which this permit is to be granted.

Shelly Curtis
Applicant Signature

02/19/2026
Date

[Signature]
Granting Authority Signature

02/24/2026
Date

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SAN AUGUSTINE COUNTY EVENT PERMIT

Applicant's Name:	shelby curtis
Requesting Organization:	SA Main Street
Primary Mailing Address:	100 W Columbia, 301C
City/State/Zip:	SA, TX 79472
Email address:	sanaugustineMainstreet@gmail.com
Telephone:	936-201-4307
Cell:	972-971-1684
Event Back-up Contact Name:	Linda Goller
Event Back-up Cell:	
Courthouse Square Usage:	
Date of Event	5/1 - 5/2
Start Date:	5/1/2020
End Date:	5/1/2020
Published Hours of Event	Start time: 10am End time: 5pm
Will streets be closed during event?	<input checked="" type="radio"/> YES <input type="radio"/> NO
If yes, list street names to be closed, and include time & date of closure(s)	Street(s): W Columbia Date: 5/2/2020 Time: 10am-5pm
Requesting use of parallel parking area around the courthouse during regularly scheduled business hours.	<input checked="" type="radio"/> YES <input type="radio"/> NO
If requesting use of the parallel parking area around the courthouse square please list 1) time the space is needed, and 2) date and time barricades are to be in place. * Map of space requested	Broadway, Columbia, Harrison * Barricades must be approved by San Augustine City Manager.

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Requesting use of curbside parking around courthouse square	<input checked="" type="radio"/> YES / NO
If requesting use of curbside parking area around the courthouse square please list 1) time the space is needed, and 2) date and time barricades are to be in place. * Map of space requested	21, Columbia, Broadway, Harrison *Barricades must be approved by San Augustine City Manager.
Courthouse opened for using bathroom facilities; if event is outside of regular courthouse hours of operation, event must hire courthouse maintenance supervisor to stock and clean bathrooms during the published hours of event.	<input checked="" type="radio"/> YES / NO
First floor hallways are available for use for approved floor displays: Texas Historical Commissioner strictly prohibits affixing items to restored courthouse hallway walls. No exceptions made.	<input checked="" type="radio"/> YES / NO
Written requests to use the county or district courtrooms during events will be considered by Commissioners Court, or District Judge	YES / <input checked="" type="radio"/> NO
Use of the driveway / handicapped parking area on east side of courthouse between 1919 jail and door entryway to the courthouse	<input checked="" type="radio"/> YES / NO
Date and time of event breakdown	Date: 5/1 - 5/2 Time: 10am - 5pm