



### Newsrack Permit Application

Planning and Development Department, City of Fort Worth  
1000 Throckmorton St, Fort Worth TX 76102

[www.fortworthgov.org/planninganddevelopment](http://www.fortworthgov.org/planninganddevelopment)

Submit information to [DevCustomerService@FortWorthTexas.gov](mailto:DevCustomerService@FortWorthTexas.gov)

Attn: Newsrack Permits

DATE: \_\_\_\_\_

THIS APPLICATION IS SUBMITTED BY:

Renewal

**Company applying for permit**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Applicant**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

1. Number of permits requested in the downtown area: \_\_\_\_\_

2. Publication name(s) for each requested newsrack (add attachment if needed):  
\_\_\_\_\_

3. Indicate publication issue frequency:  
\_\_\_\_ at least 5 days per week  
\_\_\_\_ between 2 and 4 days per week  
\_\_\_\_ once a week  
\_\_\_\_ less frequent

4. \$20 application fee per applicant, \$5 fee per newsrack  
If using Credit Card:

***\*For your protection, we do not accept credit card information by email. Please provide a valid contact number for credit card payment.***

**Attachments required:**

- Detailed proposed location for each newsrack including exact location. (example: NW corner of Throckmorton & 9<sup>th</sup> by Public Safety Building OR Location and Spot ID if noted on Permit Locations list). If requested location is not on the Permit Locations list, please provide a map with each requested location that indicates all existing buildings, building entrances, light poles, trees, tree grates and planters, fire hydrants, handicap ramps and other elements within 20 feet of the requested location(s) of the newsrack(s). (as specified in Ordinance No. 17529-05-2007, Division V., Sec. 30-106)
- Type or brand of newsrack. Include an illustration and description of the newsrack and whether the newsrack will have a coin-box attachment or equivalent.
- A sworn statement under penalty of perjury executed by an officer, director or authorized agent of the applicant that the applicant shall not sell, assign, or transfer by any method, the permit for the newsrack location to any other publisher, distributor, entity or individual person.
- Proof of Insurance: ...any such permittee shall be required to maintain a policy of general liability insurance in an amount acceptable to the City, naming the City of Fort Worth and its employees, agents, etc. as "Additional Insureds"...(please refer to Ordinance No. 17529-05-2007, Division IV., Sec. 30-105., J. Insurance). The minimum coverage limit for the General Liability insurance is \$500,000.

The applicant agrees to indemnify and hold harmless the City, its officers, directors and employees against any loss or liability or damage, including expenses and costs for bodily or personal injury, and for property damage sustained by any person as the result of the installation, use or maintenance of a newsrack within the City of Fort Worth. In addition, the applicant certifies that the enclosed information is correct and complete to the best of the applicant's knowledge. The applicant further certifies that they have read, understand, and will comply with all the information contained in the City Ordinance No. 17529-05-2007, adopted 5/1/07. (Ordinance can be found at [www.fortworthgov.org/planninganddevelopment](http://www.fortworthgov.org/planninganddevelopment), Ordinances and Related Info)

**Applicant** (please print): \_\_\_\_\_

**Signature:** \_\_\_\_\_