



The following approval checklist shall be used for Outdoor Tailgating events outside of the Texas Tech University (TTU) Campus with **anticipated participants of 10 to 49**. Completed checklists should be submitted to lubbocksafe@mylubbock.us a minimum of five days prior to the event for approval. Please allow 24 hours for a response. A new approval will be required for each game day.

Any Outdoor Tailgate (not on the TTU Campus) with an **anticipated 50 participants or more** must submit a separate plan for consideration by the Mayor of the City of Lubbock detailing the ways in which safety concerns regarding COVID-19 will be addressed. These plans should be submitted to lubbocksafe@mylubbock.us a minimum of five days prior to the event for approval. Please allow 48 hours for a response. A new approval will be required for each game day.

Tailgate Requirements:

- **Off-campus tailgates may open three hours before kick-off, and must be closed within one hour following the end of the game**
- **A minimum of 40' (approximately the size of four standard parking spaces) is required between tailgates of different groups**

Submission Date: _____

Submission Contact Name: _____

Submission Contact Phone Number: _____

Submission Contact Email: _____

Event Type: _____

Event Date / Time: _____

Event Location: _____

Square footage of Tailgate Area: _____

Number of Anticipated Participants: _____

Masks are required when social distancing is not possible.	Yes	No
Social Distancing will be encouraged.	Yes	No
Hand Washing / Sanitization Stations will be provided.	Yes	No

We will take the following measures to enforce the 50-person maximum at our tailgate:

We are taking the following additional precautions:

Approved By: _____ Approval Date: _____

