TEXAS FACILITIES COMMISSION

Season 2018

Football Tailgate Policies

The following policies for parking, tailgating, and fan conduct on State of Texas property are designed to ensure a safe, and enjoyable experience for all. If you have any questions or comments regarding these policies, please contact the Texas Facilities Commission at tailgate@tfc.state.tx.us.

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DEFINITIONS

Closed/Reserved Lots: The Closed Lots are Reserved Lots that are available by making an advanced reservation. The Primary Space Holder is given the first right to renew spaces each season. Reserved Lots include State parking lots 3, 8, 11, 12, and ERS. If all available spaces are not reserved in advance, the remaining spaces are offered on a first come, first served basis at each home game.

CSB: The Central Services Building located at 1711 San Jacinto Boulevard, Austin, Texas.

DPS: Texas Department of Public Safety.

ERS: The Employees Retirement System Building located at 200 East 18th Street, Austin, Texas.

Short-Term Reserved Tailgate Lots: The Short-Term Reserved Tailgate Lots are designated areas available for large groups, corporations, or charity organizations for making an advanced reservation for one or two home games a season, upon availability. The Short-Term Reserved Tailgate Lots consist of CSB Front Parking Lot, CSB North Loading Dock, CSB South Loading Dock and WBT Loading Docks (back lots).

Grass/Ground Areas: Reserved grass and paved areas approved by TFC for tailgating around the Capitol Complex. Some Open Ground Areas are adjacent to reserved spaces at Closed Lots and are assigned to the reserved space holders.

Open Lots: The Open Lots are available on a first come, first served basis. The Open Lots consist of state parking lots 6, 18, 19, and 26. Advanced or seasonal reservations are not permitted on these lots. The selling of spaces on each lot begins at 6:00 PM on Friday or at 6:00 PM on the day before an official UT home game.

Photo ID: A valid state, federal, or country identification card or document that includes a photograph of the holder, such as a Texas driver's license, a Texas identification card, or a passport.

Primary Space Holder: The individual listed with TFC as the first point of contact for Closed Lot space(s). The Primary Space Holder is responsible for the renewal of the tailgate space(s) each tailgate season and for cleanup and enforcing TFC policies during tailgating. The Primary Space Holder may designate two alternates to pick up permits in the absence of the Primary Space Holder.

TFC: The Texas Facilities Commission.

UT: The University of Texas at Austin.

WBT: The William B. Travis Building located at 1701 Congress Ave., Austin, Texas.

GENERAL INFORMATION

PURPOSE

In a coordinated effort with the DPS and the Texas Longhorn Foundation, the TFC strives to provide a safe and enjoyable environment at all tailgating events. The TFC Football Tailgate Policies help ensure a safe and enjoyable environment for the fans, students, and visitors attending tailgating events.

AUTHORITY

The use of state facilities for special events and football tailgating is governed by Chapter 2165 of the Texas Government Code and administered by the TFC Commercial Parking and Special Events Program.

The TFC Executive Director has the discretion to modify/cancel/reassign any reservation space on state property managed by the TFC.

TFC TAILGATE POLICIES

The following policies have been created for public safety and the effective administration of the program. The policies are intended to provide guidelines for the proper and respectful use of tailgating space within public view. No lewd acts, misconduct, or nudity will be tolerated on state property. TFC reserves the right to enforce and modify these policies at any time. The TFC Commercial Parking and Special Events Program has the authority to enforce or modify the TFC Football Tailgate Policies.

The State of Texas, TFC, and its contractors reserve the right to refuse service or sale of spaces to anyone as deemed appropriate.
At its discretion, TFC may terminate tailgate parties or take other appropriate action toward individuals, groups, or organizations whose conduct is in violation of, or conflicts with, the TFC Football Tailgate Policies. Failure to comply with the directions of TFC, its staff, or its parking contractor may result in immediate removal from state property without a refund and preclusion of further tailgating use.

RESPONSIBILITIES

Each tailgating group is required to have a designated person who will serve as the Primary Space Holder. This person will be responsible for the oversight of the tailgate space and will ensure all trash is bagged and the tailgate area is clean ***during*** tailgating and before leaving the property.

The conduct of the tailgating group and their guests is the responsibility of the Primary Space Holder or designated alternates. If damage occurs, the Primary Space Holder may be liable for the cost of repairs.

TFC and its parking contractor are not responsible for lost, stolen or damaged possessions.

TAILGATE AREA

TFC tailgating is permitted only within the area bounded on the north by Martin Luther King Jr. Boulevard; on the east by Trinity Street; on the west by Lavaca Street; and on the south by 11th Street.

TAILGATE SIZE

Tailgating spaces vary in size depending on the location of the space. Parking Lot spaces are approximately 8 x 10 feet or as designated. Open Ground Areas near or around State Buildings also vary in size from 8’ x 37’ to 36’ x 36’.

Some spaces are only suited for compact vehicles or tent/tailgate setup. Contact TFC for questions concerning the size and setup restrictions of a specific space.

A maximum of ten (10) tailgate spaces per person, per event may be purchased.

Tailgate set up is limited to the spaces which have been purchased and may not extend beyond the designated area**.**

Tailgaters utilizing recreational vehicles ("RVs"), buses, trailers, or box trucks shall not exceed the parking spaces purchased.

TAILGATE TIMES

Tailgate spaces are not available until 6:00 PM on Friday or 6:00 PM on the day before an official UT home game.

Marking of tailgate spaces or set up of tents is ***not*** permitted prior to 6:00 PM on Friday or 6:00 PM on the day before an official UT home game. Items found before 6:00 PM will be removed without notice.

State employees utilize spaces for parking during the work week and may not vacate a space by 6:00 PM, Friday. Therefore, the availability of any given space may be delayed. If the space is not vacated within a reasonable amount of time, contact the on-site parking attendant or TFC. The towing of any vehicle on state property can only be approved by TFC.

All items are to be removed from state property no later than noon on Sunday or noon on the day following an official UT home game or at such time designated by TFC. All state property shall be returned to the same condition it was in prior to the tailgating event.

TAILGATE SPACE

OPEN LOTS

Parking and/or tailgating permits for the Open Lots are sold on a cash and credit card basis. No checks will be accepted. All sales are final and no refunds will be given.

A $50.00 tailgate fee will be charged per space for use from 6:00 PM on the day before an official UT home game to noon the day after an official UT home game or as designated by TFC. Fees are subject to change.

CLOSED LOTS

Closed Lot spaces are reserved and paid for in advance of the current tailgate season. Reserved spaces in Closed Lots can be renewed from season to season. TFC has the authority to modify/cancel/ reassign spaces. Full payment must be received by the reservation payment due date as listed on the Advanced Reservation Payment Form.

Tailgaters who reserve space in Closed Lots are also assigned TFC authorized Open Ground Areas adjacent to their assigned space. Tailgaters may not allow others to set up in these authorized areas adjacent to a Closed Lot.

GRASS/GROUND AREAS

Several grass and paved areas known as Grass/ Ground Areas are reserved locations at state buildings and are available for tailgating. These areas are reserved and paid for in advance of the tailgate season. Fees are assessed at the current rate of .05 cents per square foot.

Reserved Grass/Ground Areas can be renewed from season to season. TFC has the authority to modify/cancel/reassign spaces. Full payment must be received by the reservation payment due date as listed on the Advanced Reservation Payment Form.

In the event that all available spaces are not reserved before the start of the season in a Closed Lot or Grass/Ground Area remaining available spaces may be purchased in advance or on game day on a first come, first served, basis with no rights for renewal the following season.

Payment is to be made to TFC's parking contractor:

HBA Parking, Inc.
807 Brazos Street, Suite 314
Austin, Texas 78701
Phone: (512) 478-6848
Fax: (512) 481-1400
mail@hbaparking.com.
The Advanced Reservation Payment Form must be included with your payment.

A copy of the form is included on page 10 and available on TFC's website at *http://www.tfc.state.tx.us/divisions/facilities/prog/FMD/parking/texas-tailgate-reservations/*.

The Primary Space Holder or their alternate(s) may pick up the tailgate space permit at their designated lot, or Grass Area permits are available at Garage E, starting at 6:00 PM Friday or at 6:00 PM on the day before an official UT home game.

TFC and its parking contractor are not responsible for lost, stolen, or damaged parking and/or tailgating permits.

SHORT-TERM TAILGATE LOTS

Large groups, corporations, or charity organizations planning a hospitality tailgate can reserve the CSB Front Parking Lot, CSB North Loading Dock, CSB South Loading Dock or WBT Loading Dock (back lots).

The hosting group, their staff and guests are subject to all TFC Football Tailgate Policies.

To reserve a Short-Term Tailgate Lot, the Short-Term Reserved Tailgate Space Request Form must be submitted between the first Monday in May and until all Short-Term Tailgate areas are booked. TFC reservations are booked on a first come, first served, basis and are available for one or two games per season upon availability. One form per game must be completed and submitted.

Forms can be downloaded at: *http://www.tfc.state.tx.us/divisions/facilities/prog/FMD/parking/texas-tailgate-reservations/*.

UNAVAILABLE AREAS

Certain areas within the Capitol Complex have been designated by the TFC as "No Tailgating" areas and are denoted by signage in those areas. Tailgating in these areas is not permitted at any time. Violators will be considered as trespassing on state property and subject to enforcement by DPS.

RESERVATION RENEWAL PERIOD

Due to construction in the Capitol Complex, the tailgate renewal period begins in May for the 2018 season. The Primary Space Holder may request the same space occupied during the prior tailgating season at Closed Lots and Grass/Ground Areas, however several locations in the Capitol Complex have been removed from tailgating use. Due to these changes in availability, tailgate spaces will be issued from a random drawing for current Primary Space Holders. Spaces will be assigned and offered either as the best available spaces or the same space occupied last season. Confirmation of tailgate space locations assigned will be sent to the Primary Space Holder in June. Upon notification the Primary Space Holder will need to accept or decline the spaces.

TFC reserves the right to relocate Primary Space Holders to another Closed Lot or Grass/Ground Area with the same number of spaces or size. If any Primary Space Holders are not issued tailgate space(s) due to a lack of availability, then the Primary Space Holders will be placed at the top of the Priority Wait List in order of the random drawing. A random number generator will be used for the random drawing.

It is the Primary Space Holder's responsibility to reply to TFC to renew their current spaces/tailgate request, ensure that TFC has their current contact information, and payment is submitted by the reservation payment due date.

If the Primary Space Holder does not renew a reservation for tailgate space, or fails to make full payment by the reservation payment deadline, the spaces will be offered on a first come, first served, basis to individuals on the Priority Wait List.

TAILGATE PRIORITY WAIT LIST

The Tailgate Priority Wait List provides individuals the opportunity to sign-up for reserving space at Closed Lots and Open Ground Areas.

An individual is placed on the Tailgate Priority Wait List by completing the online registration available on TFC's website at: http://www.tfc.state.tx.us/divisions/facilities/prog/FMD/parking/tailgating-on-201cstate-property201d-priority-wait-list/index2.html.

Closed Lot spaces and Grass/Ground Areas are sold for the Season ONLY, not individual games.

If Closed Lot space or Grass/Ground Areas become available, they are offered to the first person on the Tailgate Priority Wait List. Payment for reservations must be received in full by the designated due date or the space(s) will be offered to the next person on the wait list.

If an individual on the wait list declines the offer of any available space, or if full payment is not received by the designated due date, then the individual is removed from the Tailgate Priority Wait List.

Once an individual is removed from the Tailgate Priority Wait List, the individual must re-register for a place on the wait list to be considered for future tailgate space.

PARKING

No vehicle is allowed on state property without displaying a valid parking permit. No exceptions will be made.

OPEN LOTS

A parking permit will be required for all vehicles entering garages and lots. The parking permit entitles the permit holder to one parking space for their vehicle.

A $25.00 parking fee will be charged per space for day use. Fees are subject to change.

The parking permit must be displayed at all times while on state property; depending on the permit issued, they must be hung from the rear view mirror or placed on the dashboard.

GARAGES E & J

The ground level of Parking Garages E and J is available for reservation by large groups and corporate parking. Reserved spaces are sold for the season ONLY, not individual games. Reservations are not renewable from season to season. A minimum of 10 and maximum of 20 spaces are required to reserve. Tailgaters may utilize the spaces from 6:00 PM Friday to noon Sunday or as designated by TFC. Tailgaters utilizing these spaces will be allowed to enter and leave the garages on multiple occasions.

CLOSED LOTS

Prior to use of the spaces and per event, the Primary Space Holder or alternate must present a Photo ID and confirmation order to pick-up a parking permit issued by the TFC's parking contractor at the assigned lot. It is the responsibility of the Primary Space Holder or alternate to then distribute the parking permits to guests. NO exceptions will be made.

A parking permit must be displayed at all times. Vehicles will not be permitted to enter the lot without a parking permit.

Parking permits may not be transferred or sold to another user.

The Primary Space Holder is to secure all reserved spaces, per event, by placing a vehicle or other items within their reserved space.

STATE EMPLOYEES

On game day, state employees may present a valid State of Texas Employee Photo ID to utilize one free parking space in designated state garages. State employees may not utilize the option of one free parking space to "reserve" spaces for tailgate set up on surface parking lots.

DISABLED PARKING

Accessible parking is available in various designated state parking garages open for public access. There are a limited number of spaces available and they are issued on a on a first come, first served, basis.

TOWING

Vehicles without a valid parking permit before, during, or after the game will be considered an unauthorized vehicle and may be towed from state property at the owner's or operator's expense.

Approval to tow shall be enforced by TFC. Official tow signs are posted and shall be enforced.

RESTROOMS

Public portable toilets are provided throughout the tailgate area, see map on page 11. The Primary Space Holder must ensure that their tailgate group and guests utilize the portable toilets provided.

Urinating in public, on State of Texas facilities, grounds, shrubs, garages, parking lots, or Waller Creek will not be tolerated. Violators will be subject to enforcement by DPS.

PORTABLE TOILET RENTAL

The rental of individual portable toilets for tailgate space is allowed on most lots, however TFC does not provide this service for tailgaters. Portable toilets are not allowed to be set up on the ERS lot.

The rental of a portable toilet must be contained within an individual's tailgate space. Portable toilets may not be delivered until after 6:00 PM on Friday or 6:00 PM on the day before an official UT home game and must be removed from state property no later than 10:00 AM on Sunday or 10:00 AM on the day after an official UT home game.

GENERAL USE OF TAILGATE SPACE

FOOD / GRILLING

Groups may bring their own food and beverages to their tailgate area. Grilling is permitted. All fires must be contained.

Never leave a fire unattended.

Charcoal pits are to be cooled and removed from state property. Do not leave or dump charcoal, wood, or grease in the parking lot, grass, shrubs, or street drains.

All grease and trash must be disposed of in the proper receptacles.

Owner assumes all responsibility associated with their grill.

CATERING

Catering is permitted in tailgating spaces.
See prohibitions on selling on state property.

STATE FIRE MARSHALL GUIDELINES

The State Fire Marshall Guidelines for grilling and use of portable cookers on state property are:

Barbecue grills/smokers and/or deep fryers are not allowed:

- Inside the state buildings or inside parking garages,
- To be attached, connected, or in any way to be in contact with any vehicle,
- To be located near state buildings or air intakes and shall not obstruct the ingress or egress from any building,
- To be located on any sidewalk or public pathway.

Barbecue grills/smokers and/or deep fryers shall:

- Have lids or covered tops,
- Be located a minimum of 25 feet away from any flammable or combustible liquids or solids.

PROPANE GRILLS & CYLINDERS

The maximum size propane gas cylinder allowed is 20 lbs.

A maximum of one spare cylinder is allowed at any cooking location and shall be located a minimum of 10 feet from the cooking operation.

While either in use or in storage, propane gas cylinders shall be in the upright position or positioned so that the pressure relief valve is in direct communication with the vapor space of the cylinder.

Always shut off valves prior to disconnecting propane cylinders from barbecue grills/smokers and/or deep fryers.

Propane cylinders shall be removed from grills prior to storing the grill.

Grills shall be fully cooled prior to storage, and then properly secure and clean up your area.

Tents used for grilling shall be completely open on all sides. The tent shall be UL approved and have a Fire Resistance Rating Label.

PROPERLY EXTINGUISH FIRES

To properly extinguish charcoals, pour water on the charcoals and dispose of them in a metal container with a metal top/cover. Do not put charcoals in any trash receptacle/bin/dumpster or on grass.

TENTS

Temporary membrane structures, tents, and canopies are approved for use.

The tailgater is to ensure that tents, canopies, and RV overhangs are anchored appropriately by utilizing sandbags, water barrels, or weights. Unanchored tents and canopies can easily be blown over and present a safety hazard that may cause damage to state property or others.
See prohibition on staking tents.

GENERATORS

Portable electrical generators are permitted on state property provided the generator does not pose a public safety and health concern or creates a pollution hazard.
See prohibitions on the use of state owned utilities.

MUSIC / ENTERTAINMENT

Amplified music must be confined to an individual's tailgate area and speakers must be directed into the individual's tailgate area.

All music must be turned off or set to a very low level at game time. **All music must be turned off no later than 10:30 PM.**

Live bands are to be limited to an individual's tailgate area.

Playing too loud, abusive, or derogatory lyrics that disrupt the tailgating experience of others will not be tolerated.

Tailgaters may contact TFC's Commercial Parking and Special Events Program to report a violation of music policies.

TFC reserves the right to turn off or terminate any music or entertainment that is deemed too loud or inappropriate to others in the area, or becomes a nuisance to the public or fellow tailgaters.

ANIMALS

Animals must be on a leash at all times and must not be left unattended.

Animals may not be secured to state property.

The animal's owner must clean up after the animal and ensure waste is properly disposed.

TRASH & CLEAN UP

The cleaning of tailgate areas is required to be completed **during** tailgating, before leaving to the game, and when vacating the space. Failure to comply will be grounds for the immediate removal of the tailgaters from state property without a refund and preclusion of further tailgating use.

Do not dispose of any items on state property. All trash (i.e. cans, bottles, leftover food, beverages, etc.) are to be placed in trash bags at all times during and after tailgating.

Trash bags may be discarded at the curb of the lot, in a trash dumpster, or left bagged at the assigned tailgate space for pick up by TFC's cleaning contractor.

PROHIBITIONS / RESTRICTIONS

GENERAL USE OF STATE PROPERTY

Parking bumper blocks are not to be repositioned or removed during space use.

Any items erected with screws, nails, zip ties, or such fastening devices must be completely removed upon departure.

Permanent markings or paint may not be utilized to mark tailgate set up areas.

The Primary Space Holder may be held liable for costs involved in any damage to state property, as determined by TFC.

GOLF CARTS, MOPEDS, & MOTOR SCOOTERS

To ensure public safety, golf carts, mopeds, scooters, ATVs and go carts are not permitted in parking lots or tailgate areas.

PROHIBITED ITEMS

The following items are not permitted on state property:

- **Drugs or drug paraphernalia;**
- **Fireworks or firework paraphernalia;**
- **Fire pits / bon fires;**
- **Open flames which are not contained;**

- **Public address systems or excessively loud stereo systems; and**
- **Weapons of any kind.**

SUBLETTING, SELLING, OR RENTING TAILGATE SPACES

Tailgate space may not be sublet, sold, or rented to others. Tailgate space may not be utilized 'strictly' for marketing purposes. The violation of this policy may result in immediate removal from state property without a refund and preclusion of further tailgating use.

SELLING ON STATE PROPERTY

No individual or company is permitted to sell items on state property for personal or commercial gain.

STAKING TENTS

Staking of tents or other items is not permitted at any time on state property; grass, grounds, or parking lots.

TRAVEL LANES

Travel lanes must remain clear for vehicle access and emergency vehicles. Parking or leaving a vehicle unattended in a travel lane is prohibited unless the travel lane area has been designated by TFC for set up use.

Vehicles that are illegally parked or left unattended are subject to removal by towing at the expense of the owner or operator.

UTILITIES OWNED BY THE STATE OF TEXAS

The use of electrical outlets in or on state property, or other utilities such as water, is prohibited. Connecting or hooking into state owned television or communication cable services is prohibited.

This policy will be strictly enforced and violators are subject to arrest for theft of utilities.

SAFETY & SECURITY

It is the responsibility of tailgaters to secure all tailgate items prior to leaving the area. Tailgaters should lock up food, beverages, and valuables in vehicles, extinguish all fires or flames, unplug electrical outlets from generators, and secure barbecue pits, chairs, and ice chests.

GUEST CONDUCT

Guests must adhere to all TFC policies. The Primary Space Holder is responsible for: informing their guests of the TFC Football Tailgate Policies, and the action of their guests at their tailgate. The Primary Space Holder may be held financially responsible for damages to state property.

LOST & FOUND

During and after the football game, all unclaimed items may be turned in to TFC's Commercial Parking and Special Events Office. You may contact TFC at (512) 463-8848 or email tailgate@tfc.state.tx.us.

The State of Texas, TFC, or its parking contractor is not responsible for any items lost or left unattended at your tailgate.

INDEMNIFICATION

The State of Texas, TFC, nor its contractors shall be held liable for the safety, injury, or loss of life suffered by tailgaters, guest, or the public while utilizing state property for tailgate or parking purposes.

The State of Texas, TFC, nor its contractors shall be held liable for any damage to property or loss of items, while utilizing state property for tailgate or parking purposes.

All tailgaters agree that they will indemnify and hold harmless the State of Texas, TFC, its officers, employees, contractors, and agents free from all damage or other liabilities.

TERMINATION

Failure to abide by the terms set forth by TFC in the Football Tailgate Policies may be cause for termination of current reservation, termination of renewal rights, or permanent termination of all rights to access and reserve state facilities for tailgate purposes.

Open Lots: First Come, First Served Basis

Lot 6
Lot 18
Lot 24

Restricted Open Lot:

Lot 19
No Overnight, No RV's/Trailers, No Music or No loud television.
Must be off the lot by 10:30 PM

Closed/Reserved Lots:

Lot 2
Lot 3
Lot 8
Lot 11
Lot 12
ERS Lot

Open Garages: Game-Day Parking, First-come, First-Served Basis

Garage A
Garage G
Garage E
Garage F
Garage J

Capitol Visitor's Parking Garage

Closed Garages: Longhorn Foundation Parking by Permit Only

Garage B
Garage Q
Garage R

Short-Term Tailgate Lots

CSB Front Parking Lot
CSB North Loading Dock
CSB South Loading Dock
WBT Loading Dock

Capitol Complex State of Texas Property Tailgate Map

Advanced Reservation Payment Form

Parking Permit for:

Reservation Code Number: _____

Tailgater Name: _____

Tailgater E-mail: _____

Tailgater Cell #: _____

Payment Information:

Credit Card: Fax: (512) 481-1400 or E-mail: mail@hbaparking.com

Note: Payments made by credit card will incur an automatic $5.00 processing fee.

Name on Card: _____

Card Type: _____ Card Number: _____

Expiration Date: _____ Card Security Code (3 digit number): _____

Total Amount of Payment: $ _____

Billing Street Address: _____ Zip Code: _____

Signature: _____

Check: Please make payable to: ***HBA Parking System, Inc.*** On the *For:* line write the Reservation Code Number.

Name: _____ Check #: _____

Mail Payment and Form To:

HBA Parking System, Inc.
807 Brazos Street, Suite 314
Austin, Texas 78701

Cash: Must be paid in person. Please call (512) 478-6848 to make arrangements.

BY ACCEPTING THE PERMITS, YOU AGREE TO ABIDE BY THE TFC's TAILGATE POLICIES.

PAYMENT DEADLINE FOR RESERVATION SPACES: Friday, July 6, 2018

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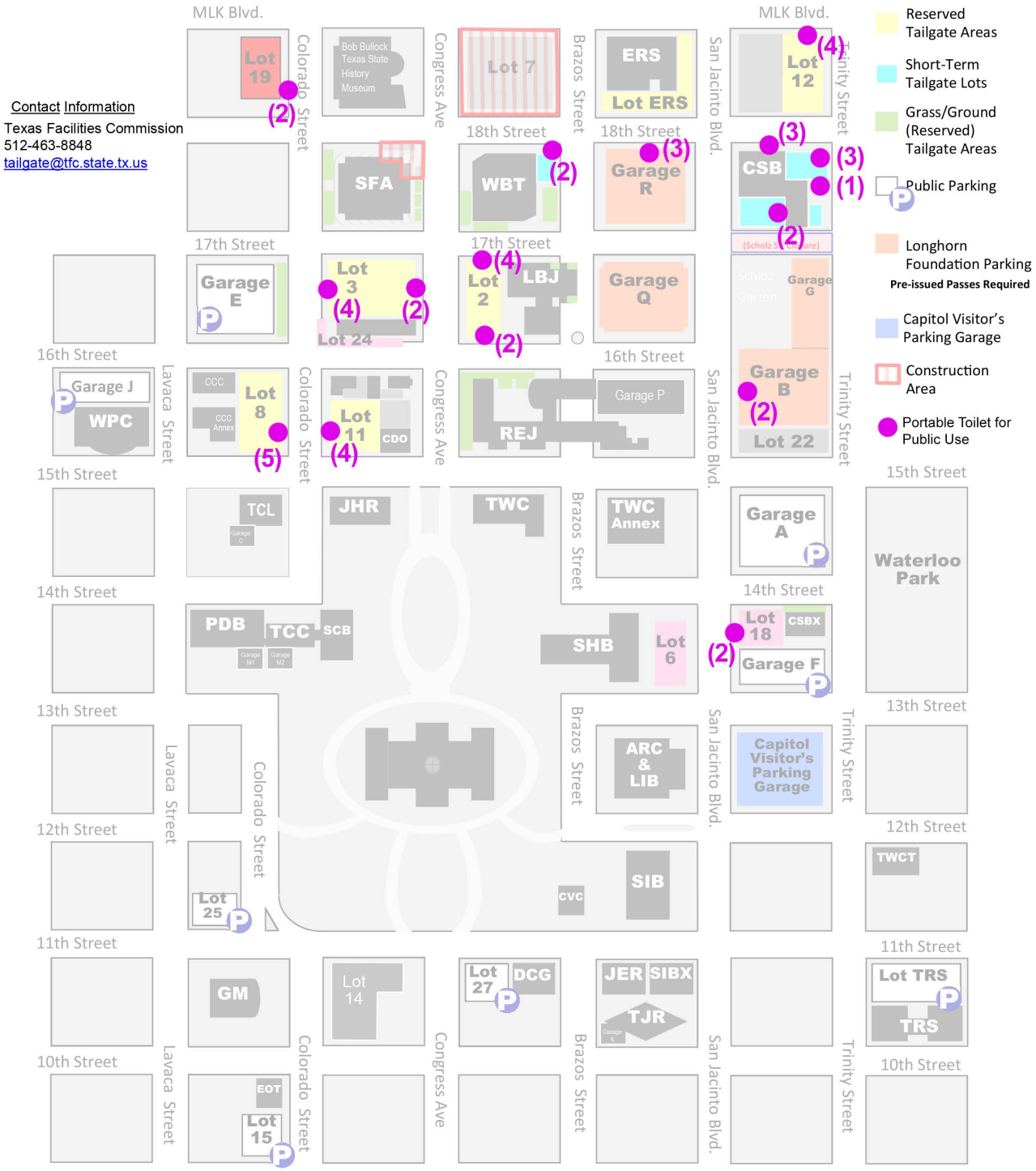
Official Use Only (Season 2018):

Date Received:		Lot Number:	
Total # of Spaces:		Space #:	

Tailgating Public Portable Toilet Map - Season 2018



Enjoy a Great Season!

TFC Football Tailgate Policy is prepared and managed by
TFC Commercial Parking & Special Events Office
1711 San Jacinto Street
Austin, Texas 78701
(512) 463-8848
tailgate@tfc.state.tx.us