



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

---

Name of Event: Welltown Brewing OktoberfestDate(s) of Event: October 11 - 12, 2024Location Address: Start: 100 N Cheyenne Ave  
End: 100 N Boulder AveCouncil District(s): 1Event Description: Welltown Brewing's Annual Oktoberfest occurring on October 11th from 4pm-12am and October 12th 2pm-12amEvent Category: Athletic/RecreationEvent Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Open Flame, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, Sidewalk Closure, Private Property, Street ClosureAnticipated Attendance: Total: 2000Per Day: 2000Anticipated Participants: Total: 2000Per Day: 2000Number of Events for Monthly Event: No

### Host Organization, Applicant and Professional Event Organizer Information

---

Host Organization: Welltown BrewingWebsite: <https://www.welltownbrewing.com/>Chief Officer of Host Organization: Jeremy DiamondEmail and Phone: [jeremy@welltownbrewing.com](mailto:jeremy@welltownbrewing.com) 918-500-2163Applicant Name: Abby BarronEmail and Phone: [events@welltownbrewing.com](mailto:events@welltownbrewing.com) 918-221-8893

Professional Event Organizer:

Email and Phone:

On-site Contact: Abby BarronMobile: 940-631-3240Billing Contact: Welltown BrewingPhone: 918-221-8893Billing Address: 114 W ARCHER ST N  
Tulsa, OK 74103

### ***Event Timeline and Lane/Street Closure Information***

---

<b>Event Setup:</b>	Date: <u>10/10/2024</u>	Time: <u>8am</u>
Street Closure for Event Setup:	Date: <u>10/10/2024</u>	Time: <u>8am</u>
Street(s) to be Closed for Event Setup:	<u>Archer Street between Boulder Ave and Cheyenne Ave</u>	
<b>Event Start:</b>	Date: <u>10/11/2024</u>	Time: <u>4pm</u>
Street Closure for Event Start:	Date: <u>10/10/2024</u>	Time: <u>8am</u>
Street(s) to be Closed for Event Start:	<u>Archer Street between Boulder Ave and Cheyenne Ave</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>10/11, 4 p.m. - Midnight   10/12, 2 p.m. - Midnight</u>	
<b>Event End:</b>	Date: <u>10/13/2024</u>	Time: <u>Midnight</u>
Street Reopens after Event End:	Date: <u>10/13/2024</u>	Time: <u>3am</u>
<b>Event Teardown:</b>	Date: <u>10/13/2024</u>	Time: <u>Midnight</u>
Street Reopens after Event Teardown:	Date: <u>10/13/2024</u>	Time: <u>3am</u>

### ***Secondary Permits Required***

---

Beer Sales, Alcohol Sales:	<u>Beer Sales</u>	
Number of Food Vendors:	<u>4</u>	
Number of Food Trucks:	<u>3</u>	
Food Cooked on-site:	<u>Yes</u>	Fuel(s) to be used: <u>Gas</u>
Number of Item Vendors:	<u>8</u>	Number of Service Vendors: <u>0</u>
Number & Sizes of Tents:	<u>5 -20x20, 8-10x10</u>	Provider and Phone: <u>ABCO Party Rentals (918) 583-6557</u>
Number of Inflatables:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>No</u>	
Provider and Phone:	<u>N/A</u>	

## **Security, Medical, Traffic Control, Crowd Management and Parking Plans**

Security and/or Police: Yes Contact, Email and Phone: Ron Owens, First Strike (918) 955-2502

Medical and/or First Aid Services: No Contact, Email and Phone: N/A

Traffic Control Barricade Company: Yes Contact, Email and Phone: Action Safety Supply (918) 234-8222, charlie@actionsafetysupply.com

Equipment Setup: Date: 11/07/2024 Time: 8am Equipment Pickup: Date: 10/14/2024 Time: 8am

Crowd Management Fencing Company: Yes Contact, Email and Phone: On Call Services and Rentals (918) 830-2268, robert@oncallservicesandrentals.com

Equipment Setup: Date: 10/10/2024 Time: 8am Equipment Pickup: Date: 10/14/2024 Time: 8am

Parking Type: Street, Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

## **Sponsor and Other Event Information**

Event Sponsor(s): N/A

Park: No Name of Park and Location: N/A

Drone: No

Portable Toilets: Yes Provider and Phone: On Call Services and Rentals (918) 830-2268, robert@oncallservicesandrentals.com

Total Number of Portable Toilets: 14 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/11/2024 Time: 2pm

Equipment Pickup: Date: 10/14/2024 Time: 8am

Other Event Information: TCP Map and Site Map pending

## **Entertainment and Related Activities**

---

Number of Stages: 1

Number of Performers/Bands: 6

Performer/Band name and music type: Local Artists

Sound Amplification: Yes

Start Time: 4pm

Finish Time: 12am

Please describe the sound equipment that will be used for your event:

Standard Band Speakers

Sound checks conducted prior to the event: Yes

Start Time: 12pm

Finish Time: 2pm

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

N/A

Use of any signs, banners, decorations, or special lighting used at event: Yes Describe:

Entry Signage 21+ Signage Beverage Signage Info Signage VIP Signage Neighboring Bar Signage Entry/Exit Signage "No Alcohol Beyond This Point" Signage

## **Mitigation of Impact**

---

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Welltown Brewing Staff will pick up trash. ABCO will show up at end of night to pick up tents and rentals from them.

Number of Trash Receptacles: 16

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Businesses

If not presented, please explain:

N/A

## **Affidavit of Applicant**

---

I certify that the information contained in this Application is true and correct to the best of my knowledge and belief. That I have read, understand, and agree to abide by the rules and regulations governing this Event. I agree to comply with all requirements of the City, County and State, and any other regulatory entity related to this Event. I agree to pay and be financially responsible for any costs and fees that may be incurred by the City of Tulsa due to the Event. I further agree to indemnify and hold harmless the City of Tulsa, and all City of Tulsa officers, employees, agents, representatives, from any claims (including cost of defending such claims) or damages that may arise from activities related to the Event. I understand that a Permit does not excuse my failure to comply with orders of law enforcement personnel, firefighters, City Event personnel, or emergency workers, and does not provide immunity from civil claims of third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

---

**For City of Tulsa Special Events Committee Use Only**

Date received: 09/11/2024      Date routed: 09/20/2024      Date for review: 09/25/2024

Special Events Committee Recommendation: \*Email Review      Yes ☒ No ☐ 09/20/2024

Date routed to Mayor: 09/20/2024      Mayor's Recommendation: Yes ☐ No ☐ \_\_\_\_\_

Date routed to Council: 09/20/2024      City Council Approval: Yes ☐ No ☐ \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_      Comments: SEC meeting 10/02/2024. Mayor agenda  
09/25/2024. City Council agenda 09/25/2024. TCP and Site maps should be ready by 09/23/2024.  
The TCP and Site maps have changed since last year. Closing less streets. Annual event.