



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa VegFest Date(s) of Event: May 4, 2019
Location Address: 111 E MATHEW BRADY ST N Council District(s): 4
Event Description: A festival highlighting the health benefits of a plant-based diet! Nationally recognized speakers and vendors promoting a healthy lifestyle as well as a plant base food court will be offered free of charge.
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Private Park, Public Right of Way, Food Sales, Merchandise Sales, No Parking Signage, Street Closure
Anticipated Attendance: Total: 2500 Per Day: 2500
Anticipated Participants: Total: 2500 Per Day: 2500
Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Plant-Based Green Country Website: www.tulsavegfest.org
Chief Officer of Host Organization: Melissa Furman
Email and Phone: tulsavegfest@gmail.com
Applicant Name: Bonnie McIlroy
Email and Phone: bonnie99@me.com 832-326-0133
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Bonnie McIlroy Mobile: 918-852-9401
Billing Contact: Plant-Based Green Country Phone: 832-326-0133
Billing Address: 4018 E 26th ST
Tulsa OK 74114

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/04/2019 Time: 6:00 a.m.
Street Closure for Event Setup: Date: 05/04/2019 Time: 6:00 a.m.
Street(s) to be Closed for Event Setup: M Brady St between Boston Ave and MLK Jr Blvd

Event Start: Date: 05/04/2019 Time: 10:00 a.m.
Street Closure for Event Start: Date: 05/04/2019 Time: 6:00 a.m.
Street(s) to be Closed for Event Start: M Brady St between Boston Ave and MLK Jr Blvd
Run, Walk, Parade Start Time: NA
Daily Event Hours: 10:00 a.m. to 4:00 p.m.

Event End: Date: 05/04/2019 Time: 4:00 p.m.
Street Reopens after Event End: Date: 05/04/2019 Time: 5 p.m.

Event Teardown: Date: 05/04/2019 Time: 4:00 p.m.
Street Reopens after Event Teardown: Date: 05/04/2019 Time: 5:00 p.m.

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 20
Number of Food Trucks: 4
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 35 Number of Service Vendors: 0
Number of Tents/Canopies: 30 10x10 Provider and Phone: ABCO sales and rents (918) 583-6557
Number of Inflatables: 0 Provider and Phone: NA.
Number of Amusement Rides: 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: NA.

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

Security and/or Police: Contact, Email and Phone: Guthrie Green (918) 574-2421

Medical and/or First Aid Services: Contact, Email and Phone: EMSA (918) 596-3055

Traffic Control Barricade Company: Contact, Email and Phone: Guthrie Green (918) 574-2421

Equipment Setup: Date: 05/04/2019 Time: 6:00 a.m. Equipment Pickup: Date: 05/04/2019 Time: 5:00 p.m.

Crowd Management Fencing Company: Contact, Email and Phone: NA

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Parking Type: Street

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Evans and Davis Law Firm, Muret CPA, Boomerang Printing,
EOOMS, Legacy financial group, Fowler Automotive Southwood Landscape, Ediblend

Name of Park and Location, if applicable: Guthrie Green
111 E M Brady street

Drone: No

Portable Toilets: Provider and Phone: Guthrie Green (918) 574-2421

Total Number of Portable Toilets: 6 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 05/04/2019 Time: 8 a.m.

Equipment Pickup: Date: 05/04/2019 Time: 5:00 p.m.

Other information: NA

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 10:00 a.m.

Finish Time: 4:00 p.m.

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

QSC sound system, Guthrie Greens new screen

Sound checks conducted prior to the event: Yes

Start Time: 9 a.m.

Finish Time: 10 a.m.

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

Signs and banners

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers, paid janitorial services and Abco will pick up rental equipment

Number of Trash Receptacles: 20

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: Volunteers and paid janitorial service

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Other entities

Avidavit 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: 03/29/2019 Date routed: 04/17/2019 Date for review: 04/24/2019

Special Events Committee Recommendation: 04/03/2019 ☒ Yes ☐ No

Date routed to Mayor: 04/18/2019 Mayor's Recommendation: 04/22/2019 ☒ Yes ☐ No

Date routed to Council: 04/18/2019 City Council Approval: 04/25/2019 ☒ Yes ☐ No

Date Permit Issued: _____ Comments: Form revised and map attached 04/17/2019.

W Easton St

N Boulder Ave

N Main St

N Boston Ave

M L King Jr Blvd

N Detroit Ave



Date: May 4, 2019 Project: Tulsa VegFest

Comments:

Road Closure: 6 a.m. to 5 p.m.

Event Hours: 10 a.m. to 4 p.m.

Parking Lanes not Shown | Drawing not to Scale



Event Field



Entrance

Exit



Public Parking @ the
Parking Garage located @
1st Street & Main Street.



W Cameron St

E Cameron St

W Brady St

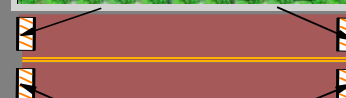
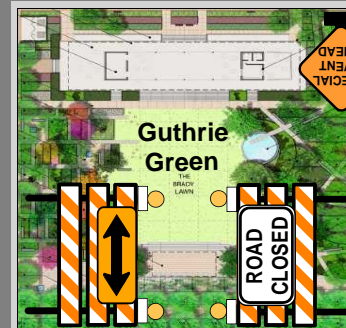
E Brady St

E Archer St

E Archer St

Alley

Alley



CLUB 209
-THE ARTS BAR-



Bench Park



M L King Jr Blvd

N Detroit Ave