



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: BOK Center September 2019 Events

Date(s) of Event: September 20-29, 2019

Location Address: 200 S DENVER AVE W

Council District(s): 4

Event Description: Event move-in, move-outs, concerts, etc.

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Public Right of Way, Lane Closure, No Parking Signage, Street Closure

Anticipated Attendance: Total: 29000

Per Day: 0

Anticipated Participants: Total: 29000

Per Day: 0

Number of Events for Monthly Event: 3

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: SMG Tulsa

Website: www.bokcenter.com

Chief Officer of Host Organization: Casey Sparks

Email and Phone: 918-894-4210

Applicant Name: Sarah Rogers

Email and Phone: srogers@smgtulsa.com 918-894-4272

Professional Event Organizer: Same

Email and Phone:

On-site Contact: Sarah Rogers

Mobile: 918-406-5395

Billing Contact: SMG Tulsa

Phone: 918-894-4272

Billing Address: 200 S Denver AVE
Tulsa OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/01/2019 Time: N/A
Street Closure for Event Setup: Date: 09/01/2019 Time: N/A
Street(s) to be Closed for Event Setup: North curb parking lane of 3rd Street between Denver Ave & Frisco Ave and south curb parking lane of 1st St between Denver Ave & Frisco Ave
Event Start: Date: 09/01/2019 Time: N/A
Street Closure for Event Start: Date: 09/01/2019 Time: N/A
Street(s) to be Closed for Event Start: North curb parking lane of 3rd Street between Denver Ave & Frisco Ave and south curb parking lane of 1st St between Denver Ave & Frisco Ave
Run, Walk, Parade Start Time: N/A
Daily Event Hours: See Schedule
Event End: Date: 09/30/2019 Time: N/A
Street Reopens after Event End: Date: 09/30/2019 Time: N/A
Event Teardown: Date: 09/30/2019 Time: N/A
Street Reopens after Event Teardown: Date: 09/30/2019 Time: N/A

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: Varies Provider and Phone: Various media outlets will set up individual 10x10 tents for different shows.
Number of Inflatables: 0 Provider and Phone: N/A,
Number of Amusement Rides: 0 Provider and Phone: N/A
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: N/A,

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

Security and/or Police: Contact, Email and Phone: Dan Brown, SMG Tulsa Security Manager, 918-894-4395

Medical and/or First Aid Services: Contact, Email and Phone: EMSA inside BOK Center

Traffic Control Barricade Company: Contact, Email and Phone: BOK Center owns all needed barricade and cones

Equipment Setup: Date: 09/01/2019 Time: N/A Equipment Pickup: Date: 09/30/2019 Time: N/A

Crowd Management Fencing Company: Contact, Email and Phone: N/A

Equipment Setup: Date: 09/01/2019 Time: N/A Equipment Pickup: Date: 09/30/2019 Time: N/A

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

Transportation Service: Ride Share

Transportation Service: Contact, Email and Phone: Uber/Lyft drop-off on 1st Street (Closed by TPD)

Sponsor and Other Event Information

Event Sponsor(s): N/A

Name of Park and Location, if applicable: N/A

Drone: No

Portable Toilets: Provider and Phone: N/A

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time: N/A

Equipment Pickup: Date: Time: N/A

Other information: See Schedule and TCP Map

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: No

Start Time: N/A

Finish Time: N/A

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

N/A

Sound checks conducted prior to the event: No

Start Time: N/A

Finish Time: N/A

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

N/A

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

N/A

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: BOK Center has trash canisters located at each entrance to the facility. Staff will assist.

Number of Trash Receptacles: 6

Number of Dumpsters: 0

Number of Recycling Containers: 6

Cleanup Service Provider and Phone, if applicable: SMG Tulsa full-time staff

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: 07/30/2019 Date routed: 08/23/2019 Date for review: 08/28/2019

Special Events Committee Recommendation: 08/23/2019* ☒ Yes ☐ No

Date routed to Mayor: 08/23/2019 Mayor's Recommendation: _____ ☐ Yes ☐ No

Date routed to Council: 08/23/2019 City Council Approval: _____ ☐ Yes ☐ No

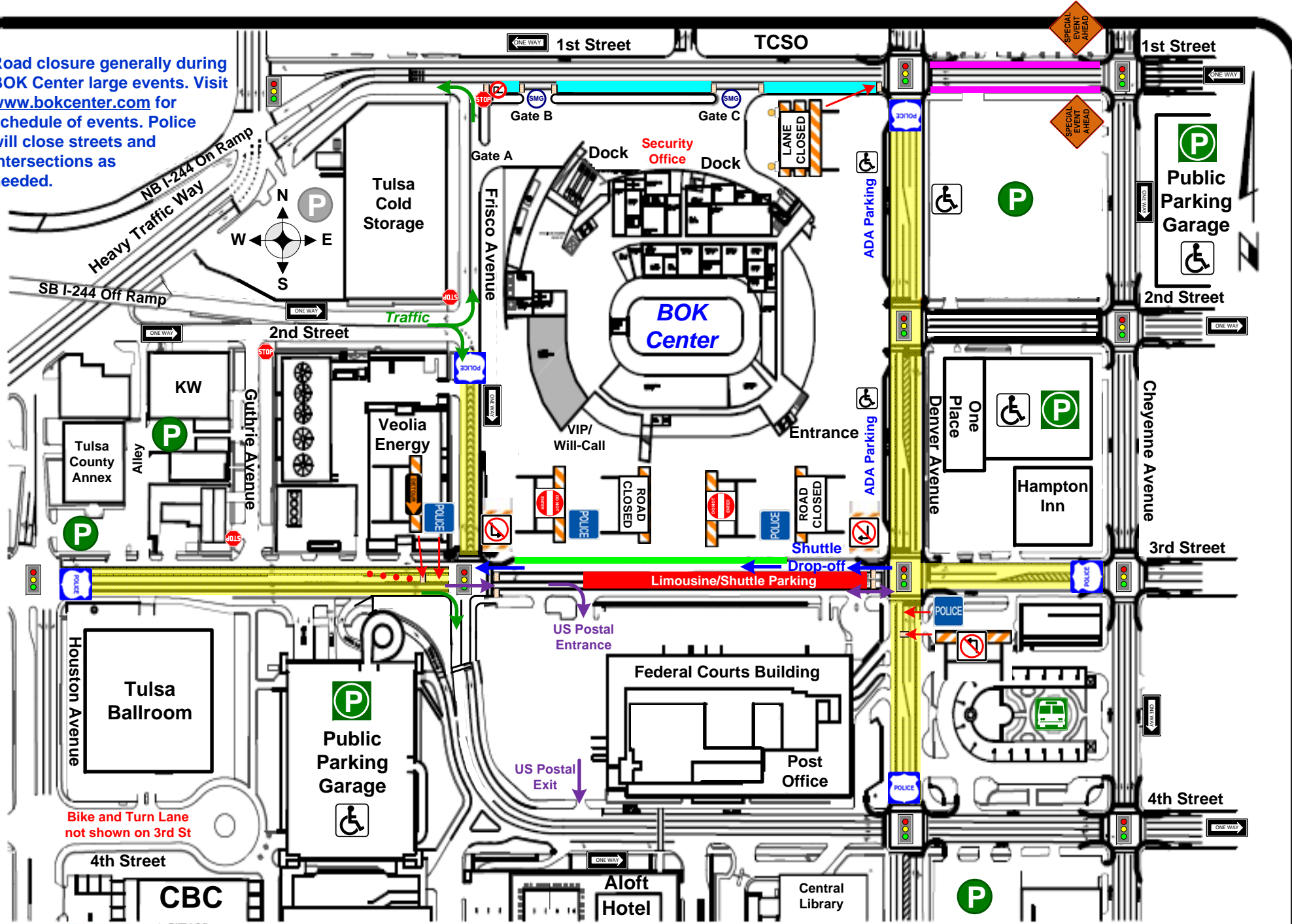
Date Permit Issued: _____ Comments: Form revised 08/23/2019. *Email review. Next SEC meeting 08/28/2019.

BOK CENTER CONCERT STREET CLOSINGS FOR SEPTEMBER 2019

<u>DATE</u>	<u>EVENT TIME</u>	<u>DOOR TIME</u>	<u>NAME OF EVENT</u>	<u>ESTIMATED ATTENDANCE</u>	<u>STREET CLOSED</u>	<u>STREET OPENED</u>	<u>CLOSURE LOCATIONS</u>
20-Sep	7:00 PM	6:00 PM	Jojo Siwa	8,000+	7am	7am	3rd Street, 1st Street
21-Sep	7:00 PM	6:00 PM	Dallas Stars v. Florida Panthers	8,000+	7am	7am	3rd Street, 1st Street
29-Sep	7:30 PM	6:30 PM	Jonas Brothers	13,000+	7am	7am	3rd Street, 1st Street (Frisco if needed)

These are estimated event times only.

Road closure generally during BOK Center large events. Visit www.bokcenter.com for schedule of events. Police will close streets and intersections as needed.



- Road Closure Depending on Crowd Size before Event Starts and before Event Ends
- N Curb Parking Lane Closure
- S Curb Parking/Traffic Lane Closure
- Road Closure with Shuttle Access
- Rideshare Lane Closure by Police