Summary of Event

Name of Event: TFM Winter Market  Date(s) of Event: March 14 & 28, 2020
Location Address: 1 S LEWIS AVE E  Council District(s): 4
Event Description: Farmers Market
Event Category: Farmers/Outdoor Market
Event Includes: Tent/Canopy, Merchandise Sales, Private Property
Anticipated Attendance: Total: 300  Per Day: 300
Anticipated Participants: Total: 20  Per Day: 20
Number of Events for Monthly Event: 2

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Farmers' Market  Website: https://www.tulsafarmersmarket.org
Chief Officer of Host Organization: Kristin Hutto
Email and Phone: kristin@tulsafarmersmarket.org  918-636-8419
Applicant Name: Kristin Hutto
Email and Phone: kristin@tulsafarmersmarket.org  918-636-8419
Professional Event Organizer: Same
Email and Phone: Kristin Hutto  Mobile: 918-636-8419
Billing Contact: Tulsa Farmers' Market  Phone: 918-636-8419
Billing Address: PO BOX PO BOX 14572  Tulsa OK 74159
**Event Timeline and Lane/Street Closure Information**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Event Setup:</strong></td>
<td>03/14/2020</td>
<td>6:30am</td>
</tr>
<tr>
<td>Street Closure for Event Setup:</td>
<td>03/14/2020</td>
<td>NA</td>
</tr>
<tr>
<td>Street(s) to be Closed for Event Setup:</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td><strong>Event Start:</strong></td>
<td>03/14/2020</td>
<td>8:30am</td>
</tr>
<tr>
<td>Street Closure for Event Start:</td>
<td>03/14/2020</td>
<td>NA</td>
</tr>
<tr>
<td>Street(s) to be Closed for Event Start:</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>Run, Walk, Parade Start Time:</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>Daily Event Hours:</td>
<td>8:30am to Noon</td>
<td></td>
</tr>
<tr>
<td><strong>Event End:</strong></td>
<td>03/28/2020</td>
<td>12pm</td>
</tr>
<tr>
<td>Street Reopens after Event End:</td>
<td>03/28/2020</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Event Teardown:</strong></td>
<td>03/28/2020</td>
<td>12pm</td>
</tr>
<tr>
<td>Street Reopens after Event Teardown:</td>
<td>03/28/2020</td>
<td>NA</td>
</tr>
</tbody>
</table>

**Secondary Permits Required**

- Beer Sales, Alcohol Sales: Not Applicable
- Number of Food Vendors: 15
- Number of Food Trucks: 0
- Food Cooked on-site: No
- Fuel(s) to be used:
- Number of Item Vendors: 5
- Number of Service Vendors: 0
- Number of Tents/Canopies: 20 10X10 Provider and Phone: Vendor Owned
- 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: NA
Medical and/or First Aid Services: Contact, Email and Phone: NA
Traffic Control Barricade Company: Contact, Email and Phone: NA
Equipment Setup: Date: Time: Equipment Pickup: Date: Time:
Crowd Management Fencing Company: Contact, Email and Phone: NA
Equipment Setup: Date: Time: Equipment Pickup: Date: Time:
Parking Type: Street, ADA parking available, Paved Lot
Transportation Service: No service
Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): None
Name of Park and Location, if applicable: NA
Drone: No
Portable Toilets: Provider and Phone: NA
Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0
Equipment Setup: Date: Time:
Equipment Pickup: Date: Time:
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: No  Start Time: Finish Time:
Please describe the sound equipment that will be used for your event:
NA
Sound checks conducted prior to the event: No  Start Time: Finish Time:
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:
NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: TFM members must clean up their areas per TFM rules and regulations. Market Director will conduct a site check before lot reopens
Number of Trash Receptacles: 2  Number of Dumpsters: 0  Number of Recycling Containers: 0
Cleanup Service Provider and Phone, if applicable: NA
Equipment Setup: Date: Time: Equipment Pickup: Date: Time:
Presented Event Concept to:
Residents, Schools, Businesses, Business Association, Neighborhood Association, Places of Worship

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: 02/03/2020  Date routed: 02/16/2020  Date for review: 02/26/2020

Special Events Committee Recommendation: ____________________________  □ Yes □ No

Date routed to Mayor: ______________  Mayor's Recommendation: ____________________________  □ Yes □ No

Date routed to Council: ______________  City Council Approval: ____________________________  □ Yes □ No

Date Permit Issued: ______________  Comments: Form revised 02/18/2020

_____________________________
38 spaces + 2 handicap = 40 total