



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Jenks Half MarathonDate(s) of Event: 11/6/2021Location Address: 811 N 3rd St Jenks OKCouncil District(s): 2Event Description: Half marathon and 5K road race**Event Category:** Athletic/Recreation**Event Includes:** Public Right of Way, Lane Closure, Street ClosureAnticipated Attendance: Total: 500Per Day: 500Anticipated Participants: Total: 400Per Day: 400

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Runner / Jenks XC Booste Website: NA
ClubChief Officer of Host Organization: Trani MatthewsEmail and Phone: 918-494-8800Applicant Name: Tulsa Runner Racing - Trani MatthewsEmail and Phone: trani@tulsarunner.com 918-494-8800

Professional Event Organizer: Same

Email and Phone:

On-site Contact: Trani Matthews Mobile: 918-232-5611Billing Contact: Tulsa Runner Racing Phone: 918-494-8800Billing Address: 9708 Riverside PKWY
Tulsa OK 74137

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 11/06/2021 Time: 11:00 AM

Street Closure for Event Setup: Date: Time:

Street(s) to be Closed for Event Setup: NA- Jenks OK

Event Start: Date: 11/06/2021 Time: 7:30 AM

Street Closure for Event Start: Date: 11/06/2021 Time: 7:00 AM

Street(s) to be Closed for Event Start: See Map

Run, Walk, Parade Start Time: 7:30 AM for the Half Marathon
7:45 AM for the 5K Run

Daily Event Hours: NA

Event End: Date: 11/06/2021 Time: 11:00 AM

Street Reopens after Event End: Date: 11/06/2021 Time: 11:00 AM

Event Teardown: Date: 11/13/2021 Time: 11:00 AM

Street Reopens after Event Teardown: Date: Time:

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: 2 Provider and Phone: 10X10 pop-up tents at the Jenks High School track

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: TPD Special Events Unit (918-586-6054), Jenks PD (918-261-0880), Jenks Campus PD (918-645-6547)

Medical and/or First Aid Services: Contact, Email and Phone: Medical volunteer on site and we will notify EMSA that event is taking place

Traffic Control Barricade Company: Contact, Email and Phone: We will work with TPD and Jenks PD contacts to determine streets to be coned and/or closed.

Equipment Setup: Date: 11/06/2021 Time: 7:00 AM Equipment Pickup: Date: 11/06/2021 Time: 11:00 AM

Crowd Management Fencing Company: Contact, Email and Phone:

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

Parking Type: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Tulsa Runner
Jenks High School Cross Country Booster Club
Others TBD

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: PortaJohn of Tulsa (918-836-2134)

Total Number of Portable Toilets: 5 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 11/05/2021 Time: PM

Equipment Pickup: Date: 11/08/2021 Time: AM

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: 7:00 am

Finish Time: 11:00 AM

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

Portable sound system for announcements and music at the finish on the Jenks Track

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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

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

We will put out yard signs along the course 2 weeks prior to the event for public notification, and miles markers (race day.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers will sweep the course to pick up all signs and trash generated by the race.

Number of Trash Receptacles: 6

Number of Dumpsters: 0

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

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 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: 08/31/2021 Date routed: 10/26/2021 Date for review: 11/03/2021

Special Events Committee Recommendation: _____

Yes No

Date routed to Mayor: _____

Mayor's Recommendation: _____

Yes No

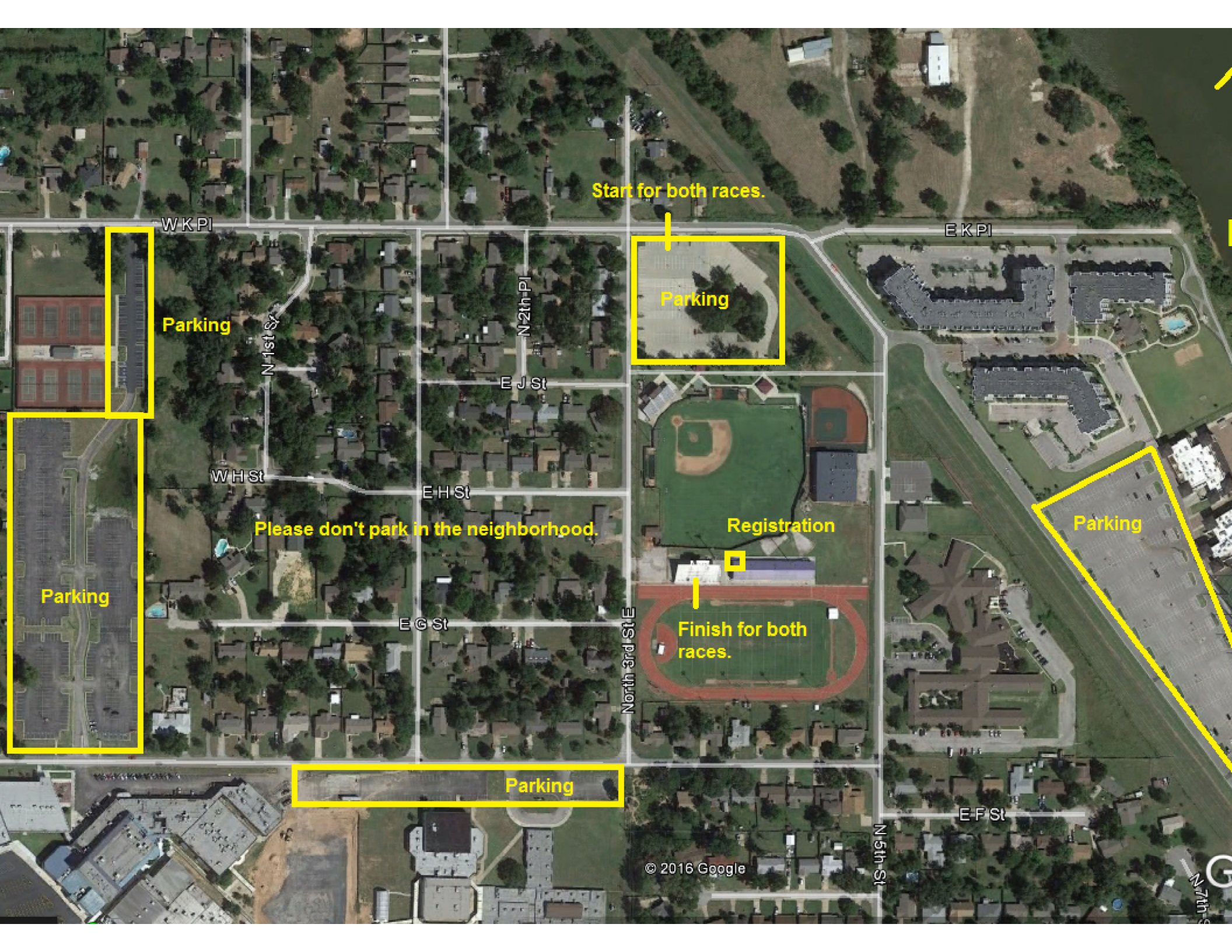
Date routed to Council: _____

City Council Approval: _____

Yes No

Date Permit Issued: _____

Comments: Form revised 10/26/2021.



Start for both races.

WK Pl

E K Pl

Parking

Parking

Please don't park in the neighborhood.

Registration

Parking

Parking

Finish for both races.

Parking

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N 1st St

N 2nd Pl

E J St

WH St

E H St

E G St

North 3rd St E

E F St

N 5th St

N 7th St

JENKKS HALF

13.1 MILES



JENKS, OK

