



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Guthrie Green September EventsDate(s) of Event: September 3, 5, 7, 10, 14, 17, 19, 20, 21, 24, 26, 2025Location Address: Start: 111 E Reconciliation Way
End: 111 E Reconciliation WayCouncil District(s): 1Event Description: See Schedule**Event Category:** Concert/Performance**Event Includes:** Amplified Sound, Generator/Electricity, Private Park, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Street ClosureAnticipated Attendance: Total: 2600Per Day: 200Anticipated Participants: Total: 130Per Day: 10

Number of Events for Monthly Event: Yes 13

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Guthrie GreenWebsite: <https://guthriegreen.com/>Chief Officer of Host Organization: Derek CombsEmail and Phone: derek@guthriegreen.com 918-671-9317Applicant Name: Lindsey GoffEmail and Phone: lindsey@guthriegreen.com 918-591-2455

Professional Event Organizer:

Email and Phone:

On-site Contact: Derek CombsMobile: 918-671-9317Billing Contact: Lindsey GoffPhone: 918-591-2455Billing Address: 111 E RECONCILIATION WAY N
Tulsa, OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/03/2025 Time: 7am
Street Closure for Event Setup: Date: 09/26/2025 Time: 7am
Street(s) to be Closed for Event Setup: Reconciliation Way between Boston Ave and MLK Jr Blvd (09/26/2025, 7am - Midnight)

Event Start: Date: 09/03/2025 Time: 11am
Street Closure for Event Start: Date: 09/26/2025 Time: 7am
Street(s) to be Closed for Event Start: Reconciliation Way between Boston Ave and MLK Jr Blvd (09/26/2025, 7am - Midnight)

Run, Walk, Parade Start Time: N/A
Daily Event Hours: See Schedule

Event End: Date: 09/27/2025 Time: 12am
Street Reopens after Event End: Date: 09/27/2025 Time: 12am

Event Teardown: Date: 09/26/2025 Time: 11pm
Street Reopens after Event Teardown: Date: 09/27/2025 Time: 12am

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 12
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 0 Provider and Phone: N/A
Number of Inflatables: No 0 Provider and Phone: NA
Number of Amusement Rides: No 0 Provider and Phone: NA
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: Yes Contact, Email and Phone: 918 Security, 918-947-9118

Medical and/or First Aid Services: Yes Contact, Email and Phone: TFD, 918-596-7575

Traffic Control Barricade Company: Yes Contact, Email and Phone: RoadSafe Traffic Systems, 918-425-4550

Equipment Setup: Date: 09/26/2025 Time: 7am Equipment Pickup: Date: 09/27/2025 Time: 12am

Crowd Management Fencing Company: Yes Contact, Email and Phone: AYS, 918-272-0568

Equipment Setup: Date: 09/26/2025 Time: 8am Equipment Pickup: Date: 09/27/2025 Time: 12am

Parking Type: Parking Garage, Street, 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): GGP Parks

Park: Yes Name of Park and Location: Guthrie Green, 111 E Reconciliation Way

Drone: No

Portable Toilets: Yes Provider and Phone: AYS, 918-272-0568

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 09/26/2025 Time: 8am

Equipment Pickup: Date: 09/27/2025 Time: 12am

Other Event Information: See Attachments

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: Varies

Performer/Band name and music type: Varies

Sound Amplification: Yes

Start Time: Varies

Finish Time: Varies

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

N/A

Sound checks conducted prior to the event: Yes

Start Time: Varies

Finish Time: Varies

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: No Describe:

N/A

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Janitorial crew/Dumpster on site

Number of Trash Receptacles: 3

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: Berry Brothers, 620-278-6005

Presented Event Concept to:

Business Assn

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: 08/26/2025 Date routed: 08/26/2028 Date for review: 09/10/2025

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: SEC meeting 08/27/2025. Mayor agenda
09/10/2025. City Council 09/10/2025.

| Guthrie Green Events - September 2025 | | | | | | | |
|---------------------------------------|---------------|---------------------------|----------------------|---------------|-------------|---|---------------------------------|
| Separate Permits | | | | | | Blue | |
| Road Closure | | | | | | Red | |
| Parking Spots Only | | | | | | Green | |
| Date | Event Time | Name of Event | Estimated Attendance | Street Closed | Street Open | Closure Location | Event Description |
| 9/3/2025 | 11am-2pm | Food Truck Wednesday | 100+ | 7am | 2pm | Reserving all parking around Guthrie Green | Food trucks and amplified sound |
| 9/3/2025 | 6:30pm-8:30pm | Inspiral Circus Jam | 100+ | N/A | N/A | N/A | Amplified Sound |
| 9/5/2025 | 6pm-10pm | First Friday Record Club | 500+ | 7am | 12am | Reserving all parking around Guthrie Green | Food trucks and amplified sound |
| 9/7/2025 | 7pm-10pm | Sunday Salsa | 100+ | N/A | N/A | N/A | Amplified sound |
| 9/10/2025 | 11am-2pm | Food Truck Wednesday | 100+ | 7am | 2pm | Reserving all parking around Guthrie Green | Food trucks and amplified sound |
| 9/14/2025 | 2pm-6pm | Oklahoma Birth of Legends | 100+ | 7am | 7pm | Reserving all parking around Guthrie Green | Food trucks and amplified sound |
| 9/17/2025 | 11am-2pm | Food Truck Wednesday | 100+ | 7am | 2pm | Reserving all parking around Guthrie Green | Food trucks and amplified sound |
| 9/17/2025 | 6:30pm-8:30pm | Inspiral Circus Jam | 100+ | N/A | N/A | N/A | Amplified Sound |
| 9/19/2025 | 8pm-10pm | Evening Concert | 500+ | 7am | 11pm | Reserving all parking around Guthrie Green | Food trucks and amplified sound |
| 9/20/2025 | 8pm-10pm | Evening Concert | 500+ | 7am | 11pm | Reserving all parking around Guthrie Green | Food trucks and amplified sound |
| 9/21/2025 | 7pm-10pm | Sunday Salsa | 100+ | N/A | N/A | N/A | Amplified sound |
| 9/24/2025 | 10am-2pm | Food Truck Wednesday | 100+ | 7am | 2pm | Reserving all parking around Guthrie Green | Food trucks and amplified sound |
| 9/26/2025 | 7pm-10pm | Off the Cuff | 250+ | 7am | 12am | Closing Rec. Way. Reserving all parking around Guthrie Green. | Food trucks and amplified sound |

