



BPAG 09/02/2009

City of Tulsa Special Event Permit Application

Summary of Event

Event Title: ENDUI Walk Date of Event: April 15th, 2017
 Event Location: OSU-Tulsa 700 N. Greenwood Council District: #1 & #2
 Event Description: Walk to remember those killed in alcohol (Submit Flyer or Brochure in Electronic Format)
 Event Sponsors: Tulsa Health Dept., ABLE Commission, Stop DUI Task Force, Tulsa Police Department,
 Anticipated Attendance (participants, staff, vendors, crowd, etc.): Total: 300 Per Day: 1

Event Organizer Information

Organizing Agency: Tulsa City-County Health Depart Web Address: www.tulsa-health.org
 Agency Contact: Clayton Tselee Jr. Email Address: ctselee@tulsa-health.org
 On-Site Contact: Clayton Tselee Jr. On-Site Phone: (918) 519-8142
 Billing Contact: Tulsa Health Department Billing Phone: (918) 595-4513
 Billing Address: 5051 S. 129th E. Ave. Tulsa OK 74134
Street City State Zip
 Agency Status: Profit Non-Profit Fundraiser? / What cause: NA

Site Plan and Route Map

Event Set-up: Date: April 15th, 2017 Day of Week: Saturday Time: 8:00 AM
 Street Closing for Set-up, Stages, Tents, etc.: Date: NA Time: NA
 Street(s) to be Closed: NA - Parking Lot

(Submit a Site Map in CAD/Electronic Format)

Event Opens: Date: April 15th, 2017 Day of Week: Saturday Time: 9:00 AM
 Street Closing for Race, Parade, Festival, etc.: Date: April 15th, 2017 Time: 9:45 AM
 Street(s) to be Closed: John Hope Franklin Blvd., N. Greenwood, Archer (between Greenwood & Elgin), Elgin

See attached map (Submit Route Map in CAD/Electronic Format)

Race, Parade, or Escort Start Times: 10:00 AM
 Daily Festival or Street Party Times: NA
 Road Race Service Co. and Phone: NA

Event Closes: Date: April 15th, 2017 Day of Week: Saturday Time: 12:00 Noon
 Street Opening: Date: April 15th, 2017 Day of Week: Saturday Time: 11:00 AM
Event Dismantle: Date: April 15th, 2017 Day of Week: Saturday Time: 12:00 Noon
 Street Opening: Date: April 15th, 2017 Day of Week: Saturday Time: 11:00 AM

Secondary Permit Requirements

- Yes No Is this an Open Air Event? Public Property Private Property Parking Lot
- Yes No Alcohol or Beer On-Site? Alcohol Sales Beer Sales Free Beverages
- Yes No Concessionaires On-Site? Number of Food Vendors: _____ Number of Item Vendors: _____
- Yes No Food Preparation On-Site? Charcoal Electric Gas
- Yes No Tents or Stages On-Site? If yes, what sizes: TBD
- Yes No Other Structures On-Site? If yes, please explain: _____
- Yes No Using a City or River Park? Name and location: _____

Security, Medical, Traffic, and Parking Plans

- Yes No Security or Police On-Site? Agency and Phone: Tulsa Police Department - (918) 596-9222
- If yes, please describe or provide an attachment of your plan: Will man closed intersections as persons in the walk go past. Will coordinate with OSU-Tulsa Campus Police
- Yes No Medical First Aid On-Site? Agency and Phone: EMSA - (918) 596-3100
- If yes, please describe or provide an attachment of your plan: They will be in parking lot on stand by in case they are needed
- Yes No Using Barricade Company? Agency and Phone: _____
- If yes, the Barricade Co. providing equipment for the street closure must submit the plan in CAD/Electronic Format.
- Equipment Setup: Date: _____ Time: _____ Equipment Pickup: Date: _____ Time: _____
- Yes No Is there Parking Available? If yes, please describe or provide an attachment of your plan: _____
- Parking available at OSU-Tulsa parking lots
- Yes No Is there Disabled Parking? If yes, please describe or provide an attachment of your plan: _____
- Designated areas in OSU-Tulsa parking lots
- Yes No Using a Shuttle Service? If yes, please describe or provide an attachment of your plan: _____

Other Related Activities and Information

- Yes No Entertainment On-Site? Live Music Recorded Music Dancing
- Fireworks Inflatables Animals Other (specify): _____
- Yes No Sound Amplification? Setup Time: 8:00 AM Start Time: 10:00 AM Finish Time: 12:00 PM
- Yes No Certificate of Insurance? Agency and Phone: Tulsa Health Department - (918) 582-9355
- If yes, submit certificate. If no, please explain: _____
- Yes No Portable Rest Rooms? Agency and Phone: _____
- Number of Portable Rest Rooms: _____ Number of Disability Accessible Portable Rest Rooms: _____
- Equipment Setup: Date: NA Time: _____ Equipment Pickup: Date: _____ Time: _____

Mitigation of Impact

Please describe your plan for cleanup and removal of waste and garbage during and after your event: _____
Agencies will provide trash cans , recycling cans & trash bags - clean up will be completed at close of the
event _____

Number of Trash Receptacles: 5 Number of Dumpsters: TBD Number of Recycling Containers: 5

Yes No Using a Sanitation Service? Agency and Phone: _____

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

Yes No Have you presented your event concept to the affected residents, businesses, churches, and schools?

If yes, please attach a complete list of these entities. If no, please explain: This is on going and we will work to explain the event to area residents/businesses

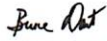
Yes No Do you have a sample of the notice that you propose to distribute **two weeks prior to your event**?

If yes, please attach in an electronic format. If no, please explain: This is currently under development

Yes No Other Information? Will coordinate a balloon release and contact the Tulsa International Airport

Affidavit of Applicant

Tulsa Police officers and public safety services, and traffic-control signage and barricades will be required for street closings, traffic/crowd control, and security. The Organizing Agency has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park Public Safety Requirements. An application approval does not imply City sponsorship. Review the instructions for further information in reference to Special Events. I certify that the information contained in the foregoing 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 the proposed Special Event. I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that agency, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Tulsa and Police Department. Any omissions will delay the process.

Print Name: Bruce Dart Signature:  Jenna Grant 2016.11.21 16:43:00 -06'00' Date: 11/21/16

Mail to: **Special Event Coordinating Committee, 596 East 13th Street, Tulsa, OK 74102, and 918.669.6854**
Or Email to: sbain@cityoftulsa.org. Your electronic submission will serve as your electronic signature.

For City of Tulsa Special Event Coordinating Committee Use Only

Date received: 11.22.2016 Date routed: 02.27.2017 Date for review: 03.22.2017

If any agency feels there are any problems with this application, contact the event organizer and discuss the problems and solutions before this date: 03.14.2017. If any problems are resolved or not resolved by that time, a copy of this application and brief memo stating the solution or reason for the objection should be submitted to: Special Event Coordinating Committee, 596 East 13th Street, Tulsa, OK 74102. For further information or discussion, contact the Tulsa Police Office of Special Events at 918.669.6854 Fax 918.669.6822.

Special Event Coordinating Committee Recommendation: Pending Yes No : _____

Date routed to Mayor: _____ Mayor's Recommendation: Yes No : _____

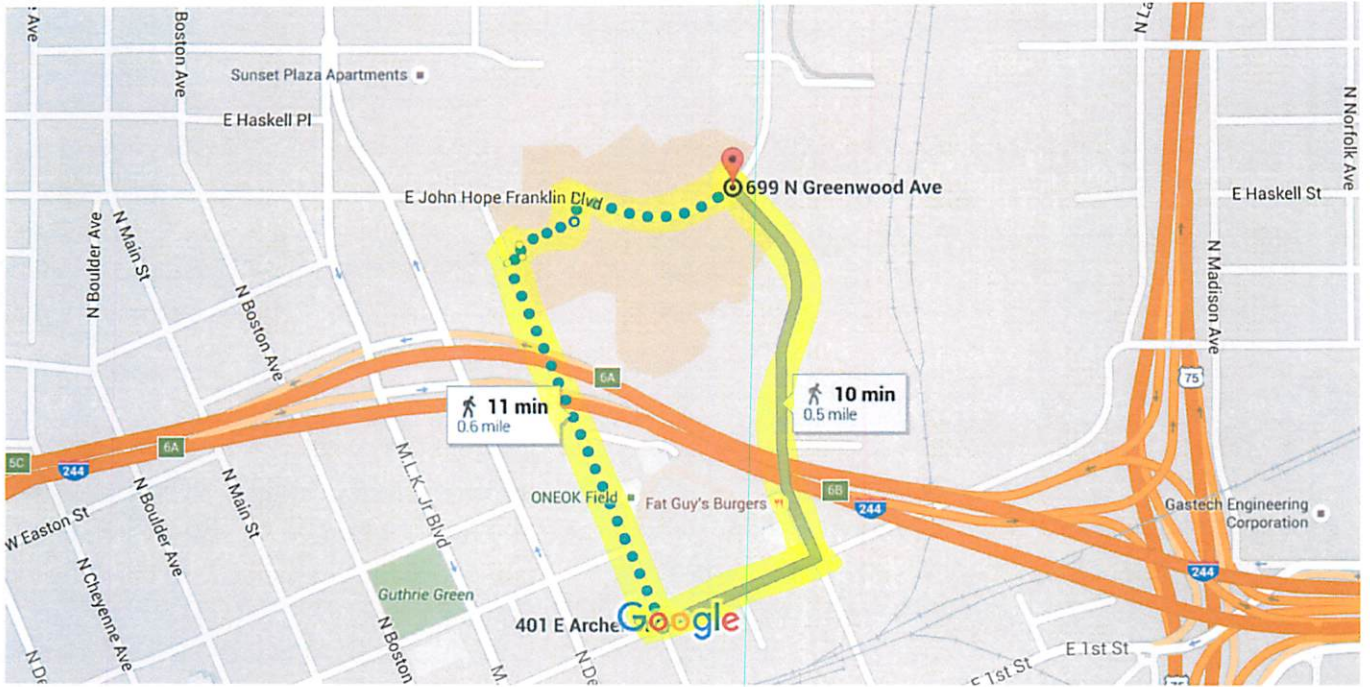
Date routed to Council: _____ City Council Approval: Yes No : _____

Comments: _____



401 E Archer St, Tulsa, OK 74120 to 699 N Greenwood Ave, Tulsa, OK 74106

Walk 0.6 mile, 11 min



Map data ©2016 Google 500 ft