



BPAG 01/03/2009 2011

City of Tulsa

Special Event Permit Application

Page 1 of 3

Summary of Event

Event Title: The Color Run Date of Event: 4/8/2017
Event Location: River West Festival Park, 2100 S Jackson Ave. Council District: 4
Event Description: 5k Fun Run (Submit Flyer or Brochure in Electronic Format)
Event Sponsors: RPA
Anticipated Attendance (participants, staff, vendors, crowd, etc.): Total: 6,000 Per Day: 6,000

Event Organizer Information

Organizing Agency: The Color Run Web Address: www.thecolorrun.com
Agency Contact: Chad Evans Email Address: chad.evans@bigsley.com
On-Site Contact: Chad Evans On-Site Phone: 8018641478
Billing Contact: Chad Evans Billing Phone: 8018641478
Billing Address: 1957 S 4800 W Salt Lake City, UT. 84104
Agency Status: Profit ☐ Non-Profit ☒ Fundraiser? / What cause: River Parks Foundation

Site Plan and Route Map

Event Set-up: Date: 4/8/17 Day of Week: Saturday Time: 4am to 8am
Street Closing for Set-up, Stages, Tents, etc.: Date: 4/8/17 Time: 4am
Street(s) to be Closed: See Attached Map | 23rd Street Bridge from Jackson Ave. to Boulder Ave.
Jackson Ave. between 20th St. and 23rd St. (Submit a Site Map in CAD/Electronic Format)
Event Opens: Date: 4/8/17 Day of Week: Saturday Time: 7am - 12pm
Street Closing for Race, Parade, Festival, etc.: Date: 4/8/17 Time: 7am - 12pm
Street(s) to be Closed: See Attached Map | River Parks Trail

(Submit Route Map in CAD/Electronic Format)

Race, Parade, or Escort Start Times: 9 a.m. in waves until Noon
Daily Festival or Street Party Times: 8:00am - 12:00pm
Road Race Service Co. and Phone: NA
Event Closes: Date: 4/8/17 Day of Week: Saturday Time: 12:00pm
Street Opening: Date: 4/8/17 Day of Week: Saturday Time: 3:00pm
Event Dismantle: Date: 4/8/17 Day of Week: Saturday Time: 11:30am-3pm
Street Opening: Date: 4/8/17 Day of Week: Saturday (Bridge) Time: 3:00pm

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: TBD Number of Item Vendors: 10
 Yes ☐ No ☒ Food Preparation On-Site? ☐ Charcoal ☐ Electric ☐ Gas
 Yes ☒ No ☐ Tents or Stages On-Site? If yes, what sizes: 10x10 & 10x20
 Yes ☐ No ☒ Other Structures On-Site? If yes, please explain: _____
 Yes ☒ No ☐ Using a City or River Park? Name and location: 2100 S Jackson Ave, Tulsa OK

Security, Medical, Traffic, and Parking Plans

Yes ☒ No ☐ Security or Police On-Site? Agency and Phone: TPD (918) 586-6054
 If yes, please describe or provide an attachment of your plan: Pending

 Yes ☒ No ☐ Medical First Aid On-Site? Agency and Phone: EMSA (918) 596-3055
 If yes, please describe or provide an attachment of your plan: Pending

 Yes ☒ No ☐ Using Barricade Company? Agency and Phone: National Construction Rentals (800) 352-5675
 If yes, the Barricade Co. providing equipment for the street closure must submit the plan in CAD/Electronic Format.
 Equipment Setup: Date: 4/8/17 Time: 5am Equipment Pickup: Date: 4/8/17 Time: 12pm
 Yes ☒ No ☐ Is there Parking Available? If yes, please describe or provide an attachment of your plan: _____
River West Festival Park
 Yes ☒ No ☐ Is there Disabled Parking? If yes, please describe or provide an attachment of your plan: _____
RWFP
 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: 5am Start Time: 7am Finish Time: 12pm
 Yes ☒ No ☐ Certificate of Insurance? Agency and Phone: Aon Risk Services 312-381-4244
 If yes, submit certificate. If no, please explain: _____
 Yes ☒ No ☐ Portable Rest Rooms? Agency and Phone: Porta John of Tulsa 918-836-3060
 Number of Portable Rest Rooms: 60 Number of Disability Accessible Portable Rest Rooms: 6
 Equipment Setup: Date: 4/8/17 Time: 5am Equipment Pickup: Date: 4/8/17 Time: 12pm

Mitigation of Impact

Please describe your plan for cleanup and removal of waste and garbage during and after your event: _____
 The Color Run Staff and 200 volunteers will clean up the site.

Number of Trash Receptacles: 30 Number of Dumpsters: 1 Number of Recycling Containers: 30

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: _____


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: _____

Yes ☐ No ☒ Other Information? _____

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: Chad Evans Signature:  Date: 1/27/2017

Mail to: Special Event Coordinating Committee, 5963 East 13th Street, Tulsa, OK 74112, 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: 02.14.2017 Date routed: 02.28.2017 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 Events Coordinating Committee, 5963 East 13th Street, Tulsa, OK 74112. For further information or discussion, contact the Tulsa Police Office of Special Events at 918.669.6854. Fax 918.699.3602.

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: Form revised & map revised/attached 02.28.2017.

