



BPAG 09/01/2011

City of Tulsa Special Event Permit Application

Summary of Event

Event Title: Shell Rotella SuperRigs Date of Event: 05/19/2017
 Event Location: Guthrie Green | 111 E Brady St Council District: Brady District
 Event Description: Truck Parade & Show / Concert (Submit Flyer or Brochure in Electronic Format)
 Event Sponsors: Shell Rotella Heavy Duty Engine Oil / Sam's
 Anticipated Attendance (participants, staff, vendors, crowd, etc.): Total: 500-700 Per Day: Same

Event Organizer Information

Organizing Agency: Kerry Group, LLC Web Address: www.kerrygroup.net
 Agency Contact: Robert (Bob) McCann Email Address: bmccann@kerrygroup.net
 On-Site Contact: Robert (Bob) McCann On-Site Phone: 314-705-0040
 Billing Contact: AccountsPayable@kerrygroup.net Billing Phone: 636-203-5550
 Billing Address: 44 Soccer Park Drive Fenton MO 63026
Street City State Zip
 Agency Status: Profit Non-Profit Fundraiser? / What cause: NA

Site Plan and Route Map

Event Set-up: Date: 05/19/2017 Day of Week: Friday Time: 4:00 PM
 Street Closing for Set-up, Stages, Tents, etc.: Date: 05.19.2017 Time: 2 p.m.
 Street(s) to be Closed: No street closures required. Request parking spaces for SuperRigs. See map.
Two-way traffic on Cameron, Boston and Brady. (Submit a Site Map in CAD/Electronic Format)
Event Opens: Date: 05/19/2017 Day of Week: Friday Time: 7:00 PM
 Street Closing for Race, Parade, Festival, etc.: Date: 05.19.2017 Time: 2 p.m.
 Street(s) to be Closed: No street closures required. Request parking spaces for SuperRigs. See map
Two-way traffic on Cameron, Boston and Brady. (Submit Route Map in CAD/Electronic Format)
 Race, Parade, or Escort Start Times: Tulsa PD Escort for Trucks from Tulsa Expo Center to Guthrie Green
 Daily Festival or Street Party Times: N/A Escort 4:30 p.m.
 Road Race Service Co. and Phone: N/A
Event Closes: Date: 05/19/2017 Day of Week: Friday Time: 9:00 PM
 Street Opening: Date: NA Day of Week: NA Time: NA
Event Dismantle: Date: 05/19/2017 Day of Week: Friday Time: 9:00 PM
 Street Opening: Date: NA Day of Week: NA Time: NA

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: 2 - 10' x 10' at stage area of Guthrie Green
 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: Guthrie Green | Contact pending
 If yes, please describe or provide an attachment of your plan: TPD (918) 586-6054 for escort and parking SuperRigs.
 Yes No Medical First Aid On-Site? Agency and Phone: TBD
 If yes, please describe or provide an attachment of your plan: _____
Current plan is to provide a nurse on-site to handle minor injuries, etc.
 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: _____
Various surface lots and street parking ADA acceptable
 Yes No Is there Disabled Parking? If yes, please describe or provide an attachment of your plan: _____

 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): Radio Station Live Remote
 Yes No Sound Amplification? Setup Time: 4:00 PM Start Time: 7:00 PM Finish Time: 9:00 PM
 Yes No Certificate of Insurance? Agency and Phone: Daniel & Henry Co. 314-444-1972
 If yes, submit certificate. If no, please explain: Certificate requested and in process
 Yes No Portable Rest Rooms? Agency and Phone: Provided by Guthrie Green
 Number of Portable Rest Rooms: _____ Number of Disability Accessible Portable Rest Rooms: _____
 Equipment Setup: Date: _____ 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: _____

Provided by Guthrie Green

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

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: Presented to Brady Arts District

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

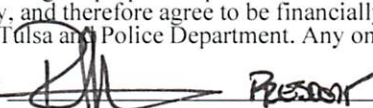
If yes, please attach in an electronic format. If no, please explain: _____

Yes No Other Information? Depending upon participant attendance, escort time subject to change.

Obtaining permission to use parking lot for overflow.

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: Robert M. McCann Signature:  Date: 03.22.17

Mail to: **Special Event Coordinating Committee**, 175 East 2nd Street, Suite 590, Tulsa, Oklahoma 74103

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: 03.23.2017 Date routed: 05.03.2017 Date for review: 05.10.2017

If any agency feels there are any problems with this application, contact the event organizer and discuss the problems and solutions before this date: 05.09.2017. 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, 175 East 2nd Street, Ste 590 OK 74103. For further information or discussion, contact the City of Tulsa Office of Special Events at 918.576.5636. Fax 918.699.3602.

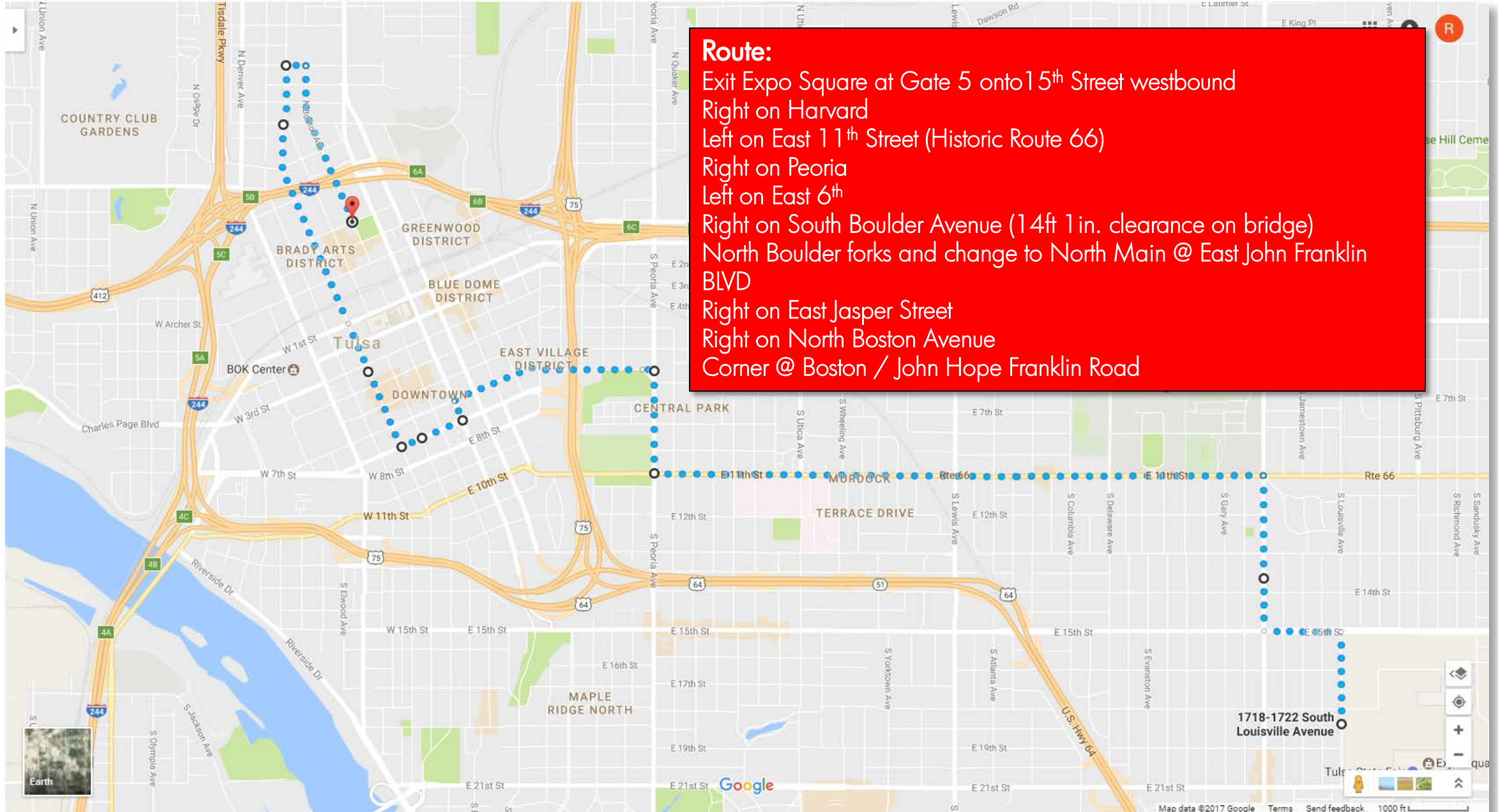
Special Event Coordinating Committee Recommendation: Pending Yes No : 05.03.2017*

Date routed to Mayor: 05.04.2017 Mayor's Recommendation: Yes No : _____

Date routed to Council: 05.04.2017 City Council Approval: Yes No : _____

Comments: Form revised 05.03.2017. *Pending written permission from the parking lot owner.

SHELL ROTELLA SUPERIGS PARADE ROUTE – MAY 19, 2017



SHELL ROTELLA SUPERIGS TRUCK SHOW/CONCERT – MAY 19, 2017

