



BPAG 09/01/2011

City of Tulsa Special Event Permit Application

Summary of Event

Event Title: _____ Date of Event: _____

Event Location: _____ Council District: _____

Event Description: _____ **(Submit Flyer or Brochure in Electronic Format)**

Event Sponsors: _____

Anticipated Attendance (participants, staff, vendors, crowd, etc.): Total: _____ Per Day: _____

Event Organizer Information

Organizing Agency: _____ Web Address: _____

Agency Contact: _____ Email Address: _____

On-Site Contact: _____ On-Site Phone: _____

Billing Contact: _____ Billing Phone: _____

Billing Address: _____

Street

City

State

Zip

Agency Status: Profit ___ Non-Profit ___ Fundraiser? / What cause: _____

Site Plan and Route Map

Event Set-up: Date: _____ Day of Week: _____ Time: _____

Street Closing for Set-up, Stages, Tents, etc.: Date: _____ Time: _____

Street(s) to be Closed: _____

(Submit a Site Map in CAD/Electronic Format)

Event Opens: Date: _____ Day of Week: _____ Time: _____

Street Closing for Race, Parade, Festival, etc.: Date: _____ Time: _____

Street(s) to be Closed: _____

(Submit Route Map in CAD/Electronic Format)

Race, Parade, or Escort Start Times: _____

Daily Festival or Street Party Times: _____

Road Race Service Co. and Phone: _____

Event Closes: Date: _____ Day of Week: _____ Time: _____

Street Opening: Date: _____ Day of Week: _____ Time: _____

Event Dismantle: Date: _____ Day of Week: _____ Time: _____

Street Opening: Date: _____ Day of Week: _____ Time: _____

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: _____
 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: _____
 If yes, please describe or provide an attachment of your plan: _____

Yes No Medical First Aid On-Site? Agency and Phone: _____
 If yes, please describe or provide an attachment of your plan: _____

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: _____

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): _____

Yes No Sound Amplification? Setup Time: _____ Start Time: _____ Finish Time: _____

Yes No Certificate of Insurance? Agency and Phone: _____
 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: _____ 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: _____

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

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: _____ Signature: _____ Date: _____

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: _____ Date routed: _____ Date for review: _____

If any agency feels there are any problems with this application, contact the event organizer and discuss the problems and solutions before this date: _____. 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 : _____

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

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

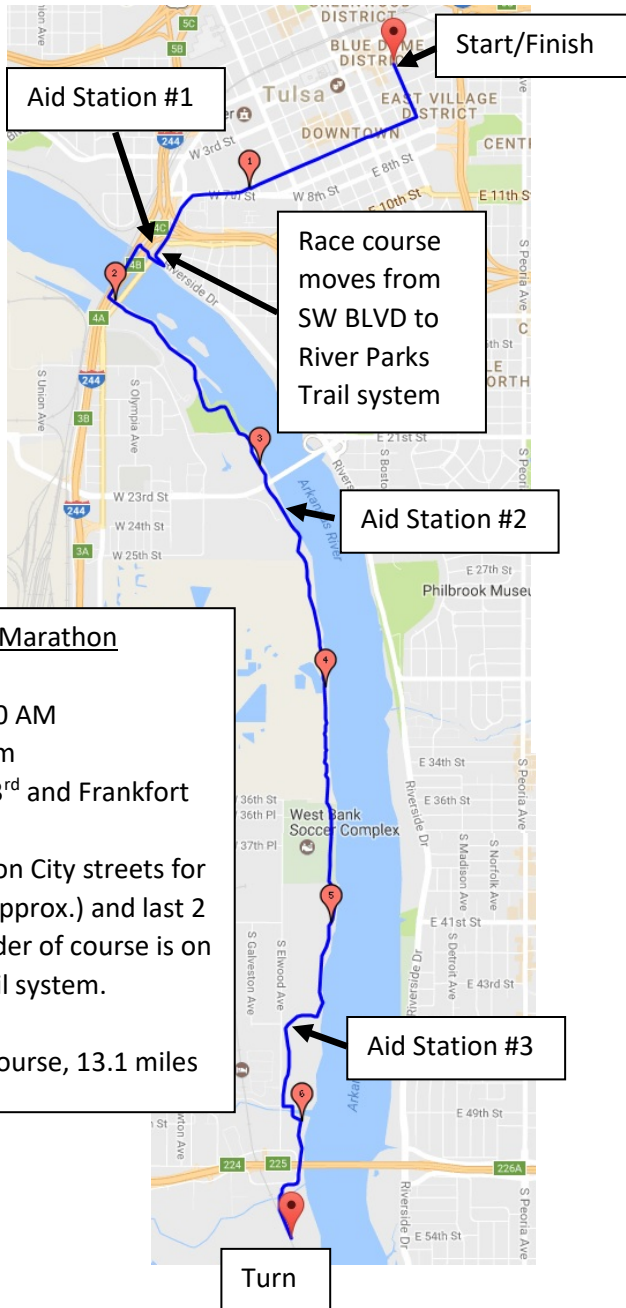
Comments: _____



2017 FF Half Marathon

Half	Front	Middle	Back
START	7:30	7:32	7:34
1	7:35	7:43	7:51
1.5	7:41	7:54	8:08
2	7:41	7:54	8:08
3	7:46	8:05	8:25
4	7:52	8:16	8:42
5	7:57	8:27	8:59
6	8:03	8:38	9:16
7	8:08	8:49	9:33
8	8:14	9:00	9:50
9	8:19	9:11	10:07
10	8:25	9:22	10:24
11	8:30	9:33	10:41
12	8:36	9:44	10:58
13	8:41	9:55	11:15
FINISH	8:42	9:56	11:16

5KM	Front	Middle	Back
START	7:55	7:56	7:57
1	8:00	8:07	8:14
1.5	8:06	8:18	8:31
2	8:06	8:18	8:31
3	8:11	8:29	8:48
FINISH	8:12	8:30	8:49



Fleet Feet Half Marathon
 May 20, 2017
 Start Time: 7:30 AM
 5K Start 7:55 am
 Start/finish at 3rd and Frankfort

Race course is on City streets for 1st two miles (approx.) and last 2 miles. Remainder of course is on River Parks Trail system.

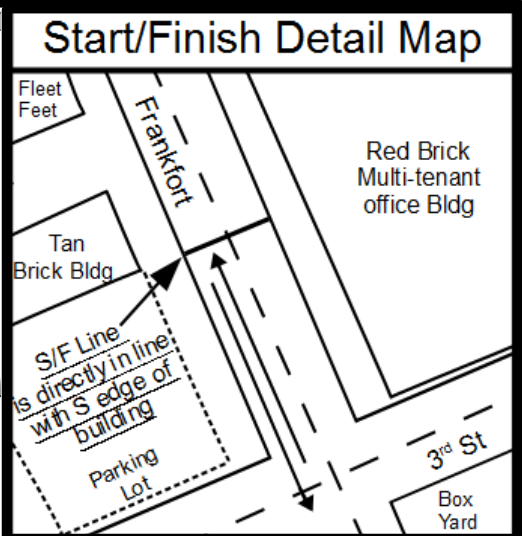
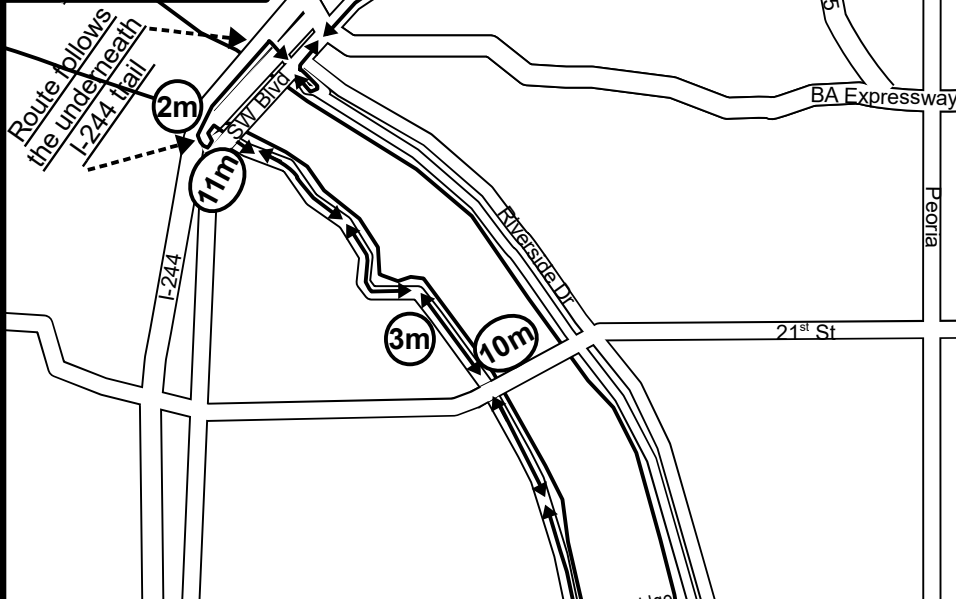
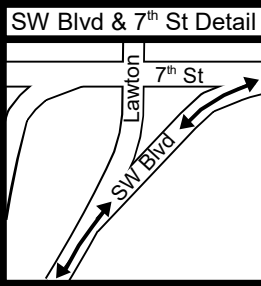
Out and back course, 13.1 miles



USATF Certification

Fleet Feet Blue Dome Half Marathon #2
Tulsa, OK – 21.0975 Kilometers

Effective Dates



Start/Finish: On Frankfort, in between 2nd and 3rd St, directly in line with the S edge of the tan brick building, in between Fleet Feet's parking lot & the parking lot (open lot) on the NW corner of 3rd and Frankfort.

1 Mile: On 7th St, at the west edge of the gated entrance to the Cox Conv. Ctr

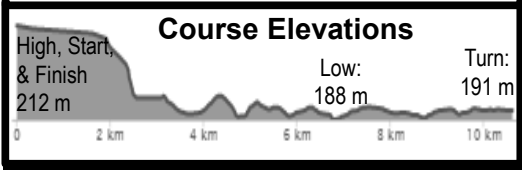
2 Mile: On I-44 Underpass trail, 3.5 m N of the S end of the canopy cover over the trail

3 Mile: On RP Trail West, 12 m S of the 3rd light pole south the Festival Park parking lot

4 Mile: On RP Trail West, 4.5 m north of the 2nd light pole south of the Zink Pedestrian Bridge

5 Mile: On RP Trail West, 27 m S of the 3rd light pole S of the Soccer Fields

6 Mile: On RP Trail West, at the 90 degree left turn S of the retention ponds.



Measured by: Martin Updike, I:40 Race Service, on 4/27/17
918-577-1956,
martin@i40raceservice.com

Race Contact: Tim Dreiling,
tim@fleetfeettulsa.com,
918-492-3338

Turnaround: On RP Trail West, 12.8 m S of the 2nd trail light pole S of the road crossing for the entrance road for the sewer plant.

7 Mile: On RP Trail West, Coming back N, 11 m E of the right turn sign for the bridge S of the retention pond.

8 Mile: On RP Trail West, 6.2 m N of the light pole on S end of "S curve"

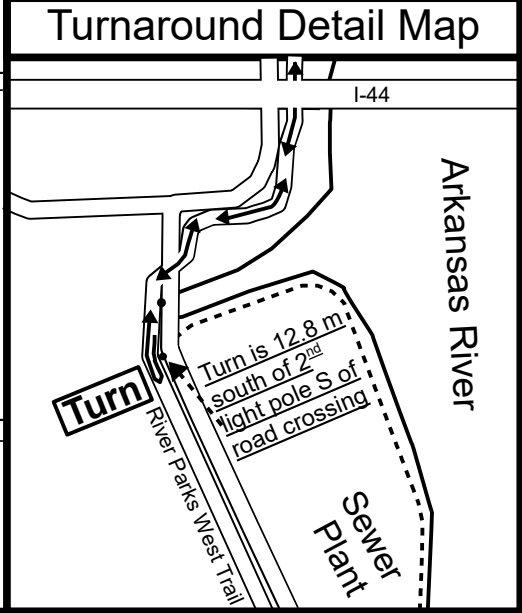
9 Mile: On RP Trail West, 17.7 m N of the 3rd light pole S of the start of the wooden fence at north edge of PSO.

10 Mile: On RP Trail West, 3 m S of the S edge of the wooden fence just north of the 21st St Bridge.

11 Mile: On RP Trail West, 7.5 m S of the left turn sign underneath SW Blvd bridge.

12 Mile: On RP Trail West, 5 M E of the HWY directional signs just before the 7th and Houston intersection

13 Mile: On RP Trail West, 3.5 M south of the stop sign on the SE corner of 4th & Frankfort.





USATF Certification

Fleet Feet Blue Dome 5k #7 Tulsa, OK – 5,000 Meters

Effective Dates



Start/Finish: On Frankfort, in between 2nd and 3rd St, directly in line with the south edge of the tan brick building, in between Fleet Feet's parking lot & the parking lot (open lot) on the NW corner of 3rd and Frankfort.

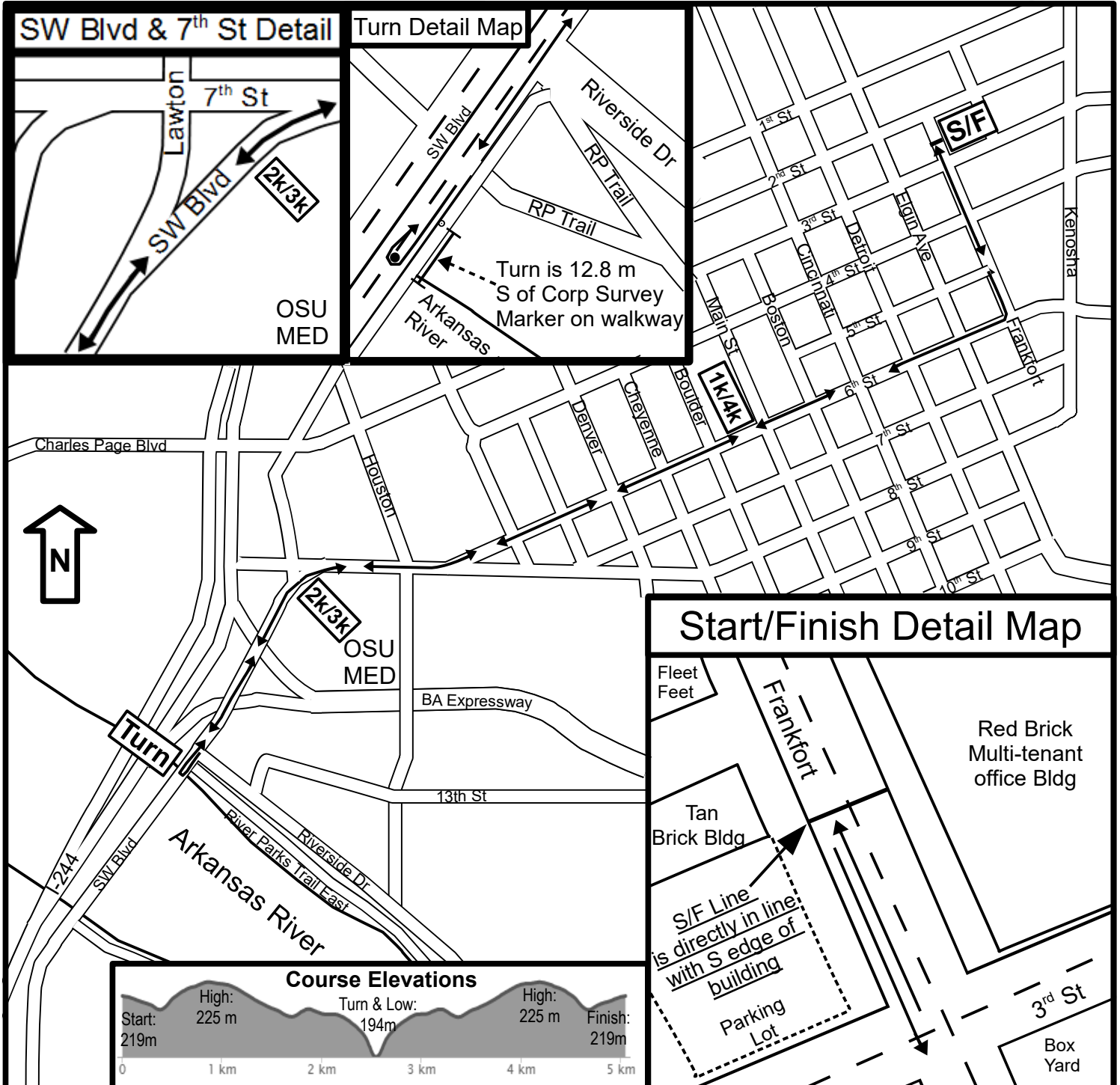
1k/4k: On 6th St, 32.5 m east of the center of the front doors of the Bank of America Building

2k/3k: On SW Blvd Ramp on to 7th St, directly in line with the "Thanks for Visiting / Welcome to Downtown Tulsa" sign on the south side of 7th St.

2.5k Turnaround: On SW Blvd Bridge, turnaround is in the roadway and is located 12.8 m S of the Corp of Engineers survey mark where the guard rail goes from 2 ft to 4 ft high. Survey mark is on walkway next to wall

Race Contact: Tim Dreiling, tim@fleetfeettulsa.com, 918-492-3338

Measured by: Martin Updike, I:40 Race Service, on 4/27/17 918-577-1956, martin@i40raceservice.com





Start/Finish

Fleet Feet Half Marathon
5K
May 20, 2017
Start Time: 7:55 AM
Start/finish at 3rd and Frankfort
Race course is out and back on City streets.

Aid Station #1

Turn

