



BPAG 09/01/2011

City of Tulsa Special Event Permit Application

Summary of Event

Event Title: Route 66 PatriotFest Date of Event: May 27th, 2017
 Event Location: Webster HS and Route 66 Village Council District: 2
 Event Description: Route 66 Folds of Honor Event **(Submit Flyer or Brochure in Electronic Format)**
 Event Sponsors: Route 66 Mainstreet
 Anticipated Attendance (participants, staff, vendors, crowd, etc.): Total: 10,000 Per Day: 10,000

Event Organizer Information

Organizing Agency: Route 66 Mainstreet Web Address: www.route66patriotfest.org
 Agency Contact: Jessica Brent Email Address: jbrent@rt66minstreet.org
 On-Site Contact: John Fothergill On-Site Phone: 9186882323
 Billing Contact: Jessica Brent Billing Phone: 9184454457
 Billing Address: P.O. Box 570978 Tulsa, OK 74157

Agency Status: Profit Non-Profit Fundraiser? / What cause: Folds of Honor, Rt. 66 Mainstreet

Site Plan and Route Map

Event Set-up: Date: 05/27/2017 Day of Week: Saturday Time: 0700
 Street Closing for Set-up, Stages, Tents, etc.: Date: 05/27/2017 Time: 0600
 Street(s) to be Closed: S.W. Blvd between Union Ave./39th St./Yukon Ave. between 39th St. and 37th Pl./37th Pl. between Union and Yukon Ave. **(Submit a Site Map in CAD/Electronic Format)**

Event Opens: Date: 05/27/2017 Day of Week: Saturday Time: 0800
 Street Closing for Race, Parade, Festival, etc.: Date: 05/27/2017 Time: 0600
 Street(s) to be Closed: See attached map. **(Submit Route Map in CAD/Electronic Format)**

Race, Parade, or Escort Start Times: in conjunction with the Route 66 PatriotFest Cruise at 0800

Daily Festival or Street Party Times: Festival runs from 0900-1500

Road Race Service Co. and Phone: NA

Event Closes: Date: 05/27/2017 Day of Week: Saturday Time: 1500
 Street Opening: Date: 05/27/2017 Day of Week: Saturday Time: 1600
Event Dismantle: Date: 05/27/2017 Day of Week: Saturday Time: 1500
 Street Opening: Date: 05/27/2017 Day of Week: Saturday Time: 1600

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: 8 Number of Item Vendors: 50
 Yes No Food Preparation On-Site? Charcoal Electric Gas
 Yes No Tents or Stages On-Site? If yes, what sizes: 10x10 City of Tulsa Stage
 Yes No Other Structures On-Site? If yes, please explain: _____
 Yes No Using a City or River Park? Name and location: Route 66 Village

Security, Medical, Traffic, and Parking Plans

Yes No Security or Police On-Site? Agency and Phone: Sgt. Chris Witt 9185866054
 If yes, please describe or provide an attachment of your plan: TPD paid and volunteer officers, Tulsa County Sheriff/OHP Volunteers/TPD Operational Plan/Diamond Security
 Yes No Medical First Aid On-Site? Agency and Phone: EMSA 9185912599
 If yes, please describe or provide an attachment of your plan: EMSA first aid station

Yes No Using Barricade Company? Agency and Phone: Road Safe Traffic Systems 9184254550
 If yes, the Barricade Co. providing equipment for the street closure must submit the plan in CAD/Electronic Format.
 Equipment Setup: Date: 05/27/2017 Time: 0600 Equipment Pickup: Date: 05/27/2017 Time: 0700
 Yes No Is there Parking Available? If yes, please describe or provide an attachment of your plan: Webster HS and identified parking lots
 Yes No Is there Disabled Parking? If yes, please describe or provide an attachment of your plan: Webster HS
 Yes No Using a Shuttle Service? If yes, please describe or provide an attachment of your plan: Two TU shuttles to and from Goodwill Industries and Holly Frontier near 2800 S.W. Blvd.

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: 0800 Start Time: 0900 Finish Time: 1500
 Yes No Certificate of Insurance? Agency and Phone: HCC Specialty/Pending
 If yes, submit certificate. If no, please explain: Pending
 Yes No Portable Rest Rooms? Agency and Phone: Crossland Construction 9187121441
 Number of Portable Rest Rooms: 8 Number of Disability Accessible Portable Rest Rooms: 4
 Equipment Setup: Date: 05/27/2017 Time: 0700 Equipment Pickup: Date: 05/27/2017 Time: 1900

Mitigation of Impact

Please describe your plan for cleanup and removal of waste and garbage during and after your event: _____
Volunteers and American Waste in equal or better condition

Number of Trash Receptacles: 50 Number of Dumpsters: 2 Number of Recycling Containers: 10

Yes No Using a Sanitation Service? Agency and Phone: American Waste 9184460023

Equipment Setup: Date: 05/27/2017 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: Will be doing personal contact and letter with affected parties

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: Jeannie Cue Signature:  Date: 03/24/2017

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: 03.24.2017 Date routed: 05.11.2017 Date for review: 05.24.2017

If any agency feels there are any problems with this application, contact the event organizer and discuss the problems and solutions before this date: 05.23.2017. 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 : _____

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

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

Comments: Map attached 05.11.2017.

Date: May 27, 2017 **Project:** Route 66 Patriot Car Show

Comments:
 Road Closure | 6 a.m. to 4 p.m. Saturday
 Car and Motorcycle Show | 9 a.m. to 3 p.m. Saturday
 Festival | 9 a.m. to 3 p.m. Saturday
 Drawing not to Scale

