

# **City of Tulsa** SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

Name of Event: Kendall Whittier Mercado	Date(s) of Event: June 2 and 16, 2018		
Location Address: 10 S LEWIS AVE E	Council District(s): 4		
Event Description: Outdoor market of artisanal products, art, and crafts.			
Event Category: Farmers/Outdoor Market			
Event Includes: Amplified Sound, Tent/Canopy, Food Property	Sales, Merchandise Sales, No Parking Signage, Private		
Anticipated Attendance: Total: 200	Per Day: <u>200</u>		
Anticipated Participants: Total: <u>12</u> Per Day: <u>12</u>			
Number of Events for Monthly Event: 2			

## Host Organization, Applicant and Professional Event Organizer Information

Host Organization:	Kendall Whittier Main Street Website:		
Chief Officer of Host Organization	: <u>Ed Sharrer</u>		
Email and Phone:	historickwms@gmail.com 918-63	<u>3-1934</u>	
Applicant Name:	Kendall Whittier Main Street		
Email and Phone:	historickwms@gmail.com 918-633-1934		
Professional Event Organizer:			
Email and Phone:			
On-site Contact:	Ed Sharrer	Mobile: <u>918-633-1934</u>	
Billing Contact:	Kendall Whittier Main Street	Phone: <u>918-633-1934</u>	
Billing Address:	<u>2216 Admiral</u> Tulsa OK 74110		

## Event Timeline and Lane/Street Closure Information

Event Setup: Street Closure for Event Setup:	Date: <u>06/02/2018</u> Date:	Time: <u>8:00am</u> Time:
Street(s) to be Closed for Event Setup:		
Event Start:	Date: 06/02/2018	Time: 9:00am
Street Closure for Event Start:	Date: 00/02/2010	
		Time:
Street(s) to be Closed for Event Start:		
Run, Walk, Parade Start Time:		
Daily Event Hours: <u>9:00am - 2:00pm</u>		
Event End:	Date: 06/02/2018	Time: <u>2:00pm</u>
Street Reopens after Event End:	Date:	Time:
Event Teardown:	Date: 06/02/2018	Time: <u>2:00 - 3:00pm</u>
Street Reopens after Event Teardown:	Date:	Time:

### Secondary Permits Required

Beer Sales, Alcohol Sales:	Not Applicable		
Number of Food Vendors:	<u>0</u>		
Number of Food Trucks:	<u>1</u>		
Food Cooked on-site: Yes	Fuel(s) to	be used: <u>Electric</u>	
Number of Item Vendors:	<u>12</u>	Number of Service Vendors: <u>0</u>	
Number of Tents/Canopies:		Provider and Phone:	
Number of Inflatables:	<u>0</u>	Provider and Phone:	
Number of Amusement Rides:	<u>    0                                </u>	Provider and Phone:	
Use of fireworks, rockets, lasers, or other pyrotechnics: No			

Provider and Phone: ,

# Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Contact, Email	and Phone: Tir	n O'Keefe, Retired TPD, 918-697-8348	
Medical and/or First Aid Services: Contact, Email and Phone:			
Traffic Control Barricade Company: Co	ontact, Email an	d Phone:	
Equipment Setup: Date:	Time:	Equipment Pickup: Date:	Time:
Crowd Management Fencing Compan	iy: Contact, Ema	il and Phone:	
Equipment Setup: Date:	Time:	Equipment Pickup: Date:	Time:
Parking Type: Street, ADA parking a	available, Paved	Lot	
Transportation Service: No service			
Transportation Service: Contact, Email	il and Phone:		

# Sponsor and Other Event Information

Event Sponsor(s): Fowler Toyota of Tulsa, S	upermercados Morelos
Name of Park and Location, if applicable:	
Drone: <u>No</u>	
Portable Toilets: Provider and Phone:	
Total Number of Portable Toilets: 0	Number of ADA Accessible Portable Toilets: 0
Equipment Setup: Date:	Time:
Equipment Pickup: Date:	Time:
Other information:	

### Entertainment and Related Activities

Number of Stages: Number of Performers/Bands:				
Performer/Band name and music type:				
Sound Amplification: Yes	Start Time:	<u>9:00am</u>	Finish Time:	<u>2:00pm</u>
Please describe the sound equipment that will be u	ised for your e	vent:		
Portable PA				
Sound checks conducted prior to the event: No		Start Time:	Finish Tim	e:
Describe hot air balloons, fire lanterns or similar de	evices used at	event:		
Describe the use of any signs, banners, decoration Banners hung on fence and removed after ever		ghting used at ev	rent:	

#### Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will have two trash cans and recycling containers, private dumpster off-site for disposal

Number of Trash Receptacles: 2	Number of Dump	sters: <u>0</u>	Number of Recycling Con	tainers: <u>2</u>
Cleanup Service Provider and Phone, it	f applicable:			
Equipment Setup: Date:	Time:	Equipment P	ickup: Date:	Time:

Presented Event Concept to:

Businesses, Business Association

### Avidavit of Applicant

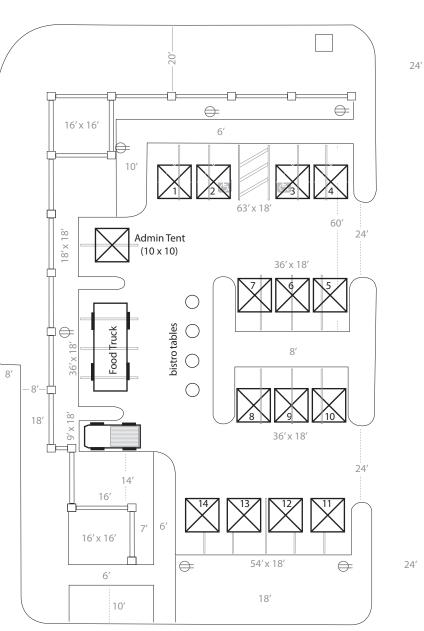
I certify that the information contained in this Application is true and correct to the best of my knowledge and belief. That I have read, understand, and agree to abide by the rules and regulations governing this Event. I agree to comply with all requirements of the City, County and State, and any other regulatory entity related to this Event. I agree to pay and be financially responsible for any costs and fees that may be incurred by the City of Tulsa due to the Event. I further agree to indemnify and hold harmless the City of Tulsa, and all City of Tulsa officers, employees, agents, representatives, from any claims (including cost of defending such claims) or damages that may arise from activities related to the Event. I understand that a Permit does not excuse my failure to comply with orders of law enforcement personnel, firefighters, City Event personnel, or emergency workers, and does not provide immunity from civil claims of third parties that are based upon injuries sustained at, or in conjunction with this Event.

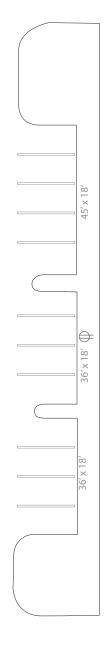
Initials:

# For City of Tulsa Special Events Committee Use Only

Date received:	Date routed:		Date for review:	
Special Events Committee Recom	mendation:		_	
Date routed to Mayor:		Mayor's Recomme	ndation:	
Date routed to Council:		City Council A	pproval:	
Date Permit Issued:	Com	ments:		







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