



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: BOK Center August 2018 Events

Date(s) of Event: August 1-31, 2018

Location Address: 200 S DENVER AVE W

Council District(s): 4

Event Description: Event move-in, move-outs, concerts, etc.

**Event Category:** Street, Lane, or Sidewalk Closure

**Event Includes:** Amplified Sound, Beer/Alcohol Sales, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Fireworks/Pyrotechnics, Merchandise Sales, No Parking Signage, Private Property, Street Closure

Anticipated Attendance: Total: 45000

Per Day: 15000

Anticipated Participants: Total: 0

Per Day: 0

Number of Events for Monthly Event: 3

### Host Organization, Applicant and Professional Event Organizer Information

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Host Organization: SMG Tulsa-BOK Center

Website: www.bokcenter.com

Chief Officer of Host Organization: Jeff Nickler

Email and Phone: jn@smgtulsa.com 918-894-4254

Applicant Name: Sarah Kate Rogers

Email and Phone: srogers@smgtulsa.com 918-894-4272

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Trudy Sweeten

Mobile: (918) 894-4270

Billing Contact: SMG Tulsa

Phone: 918-894-4272

Billing Address: 200 S. Denver Ave  
Tulsa OK 74103

## ***Event Timeline and Lane/Street Closure Information***

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**Event Setup:** Date: 08/01/2018 Time: 7:00am  
Street Closure for Event Setup: Date: 08/01/2018 Time: 7:00am  
Street(s) to be Closed for Event Setup: See maps

**Event Start:** Date: 08/01/2018 Time: 6:00pm Doors, 7:00pm Show Start  
Street Closure for Event Start: Date: 08/01/2018 Time: 7:00am  
Street(s) to be Closed for Event Start: North curb parking lane of 3rd Street between Denver Ave & Frisco Ave and south curb parking lane of 1st St between Denver Ave & Frisco Ave. See map for additional adjacent street closures by TPD for public safety, if necessary.

Run, Walk, Parade Start Time: N/A  
Daily Event Hours: Varies - Please see spreadsheet

**Event End:** Date: 08/12/2018 Time: 11:00pm  
Street Reopens after Event End: Date: 08/13/2018 Time: 2:00am

**Event Teardown:** Date: 08/12/2018 Time: 11:00pm  
Street Reopens after Event Teardown: Date: 08/13/2018 Time: 2:00am

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 0  
Number of Food Trucks: 0  
Food Cooked on-site: No Fuel(s) to be used:  
Number of Item Vendors: 0 Number of Service Vendors: 0  
Number of Tents/Canopies: Under 400 sf Provider and Phone: Various media groups on the Grand Plaza before the show  
Number of Inflatables: 0 Provider and Phone: NA  
Number of Amusement Rides: 0 Provider and Phone: NA  
Use of fireworks, rockets, lasers, or other pyrotechnics: Yes  
Provider and Phone: Varies for each event, inside for the shows. Will have proper permits..

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

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Security and/or Police: Contact, Email and Phone: SMG Off-Duty & Event Services, Dan Brown  
918-891-4395

Medical and/or First Aid Services: Contact, Email and Phone: EMSA, Kim Richards 918-596-3055

Traffic Control Barricade Company: Contact, Email and Phone: BOK Center owns barricades and signage

Equipment Setup: Date: 08/01/2018 Time: 7:00am Equipment Pickup: Date: 08/13/2018 Time: 2:00am

Crowd Management Fencing Company: Contact, Email and Phone: NA

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Parking Type: Parking Garage, Street, ADA parking available, Paved Lot

Transportation Service: Ride Share

Transportation Service: Contact, Email and Phone: Uber/Lyft drop off on Frisco St. between 2nd St and 3rd St

### **Sponsor and Other Event Information**

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Event Sponsor(s): N/A

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: NA

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: NA

## **Entertainment and Related Activities**

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Number of Stages: Varies

Number of Performers/Bands: Varies

Performer/Band name and music type: Varies for each indoor event

Sound Amplification: Yes

Start Time: Varies

Finish Time: Varies

Please describe the sound equipment that will be used for your event:

Tour provides sound equipment

Sound checks conducted prior to the event: Yes

Start Time: Varies

Finish Time: Varies

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

Tour provides for each event

## **Mitigation of Impact**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: BOK Center has trash canisters located outside of each entrance to the facility. Staff will assist

Number of Trash Receptacles: 6

Number of Dumpsters: 0

Number of Recycling Containers: 6

Cleanup Service Provider and Phone, if applicable: SMG

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

## **Avidavit of Applicant**

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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: \_\_\_\_\_

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**For City of Tulsa Special Events Committee Use Only**

Date received: 07.11.2018      Date routed: 07.12.2018      Date for review: 07.18.2018

Special Events Committee Recommendation: 07.12.2018\* ☒ Yes ☐ No

Date routed to Mayor: 07.12.2018      Mayor's Recommendation: \_\_\_\_\_ ☐ Yes ☐ No

Date routed to Council: 07.12.2018      City Council Approval: \_\_\_\_\_

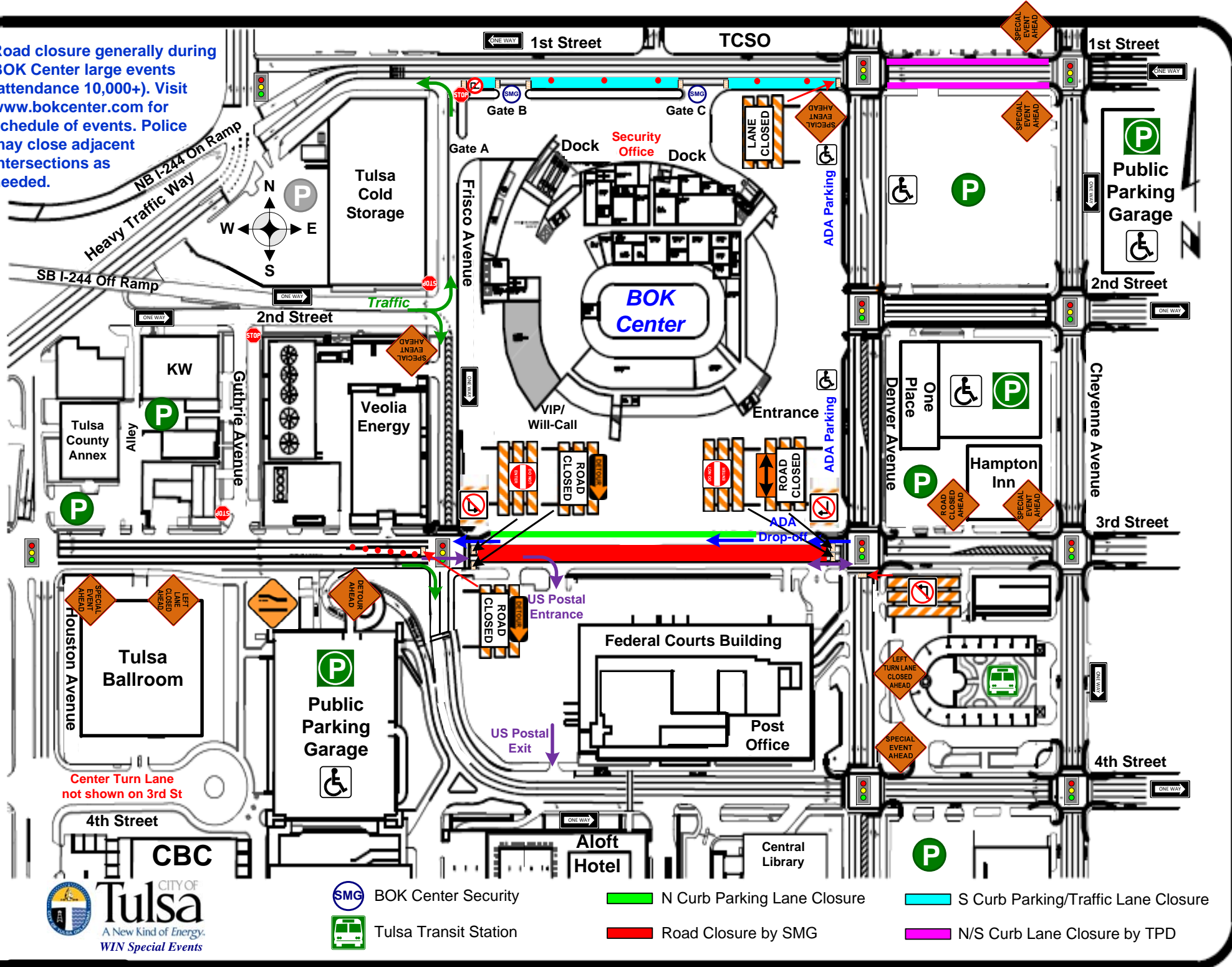
Date Permit Issued: \_\_\_\_\_      Comments: \*Email review. Next schedule meeting 07.18.2018

## BOK CENTER STREET CLOSINGS FOR AUGUST 2018

<u>DATE</u>	<u>EVENT TIME</u>	<u>DOOR TIME</u>	<u>NAME OF EVENT</u>	<u>ESTIMATED ATTENDANCE</u>	<u>STREET CLOSED</u>	<u>STREET OPENED</u>	<u>CLOSURE LOCATIONS</u>
1-Aug	7:00 PM	6:00 PM	Imagine Dragons	13,000+	7am	7am	3rd Street, 1st Street (Frisco if needed)
5-Aug	8:00 PM	7:00 PM	Panic! At the Disco	12,000+	7am	7am	4th Street, 1st Street (Frisco if needed)
10-Aug - 12-Aug	Varies	Varies	PBR: Unleash the Beast	7,000+ per show	7am	7am	3rd Street, 1st Street (Frisco if needed)

These are estimated event times only.

Road closure generally during BOK Center large events (attendance 10,000+). Visit [www.bokcenter.com](http://www.bokcenter.com) for schedule of events. Police may close adjacent intersections as needed.



**CITY OF Tulsa**  
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BOK Center Security



Tulsa Transit Station



N Curb Parking Lane Closure



Road Closure by SMG

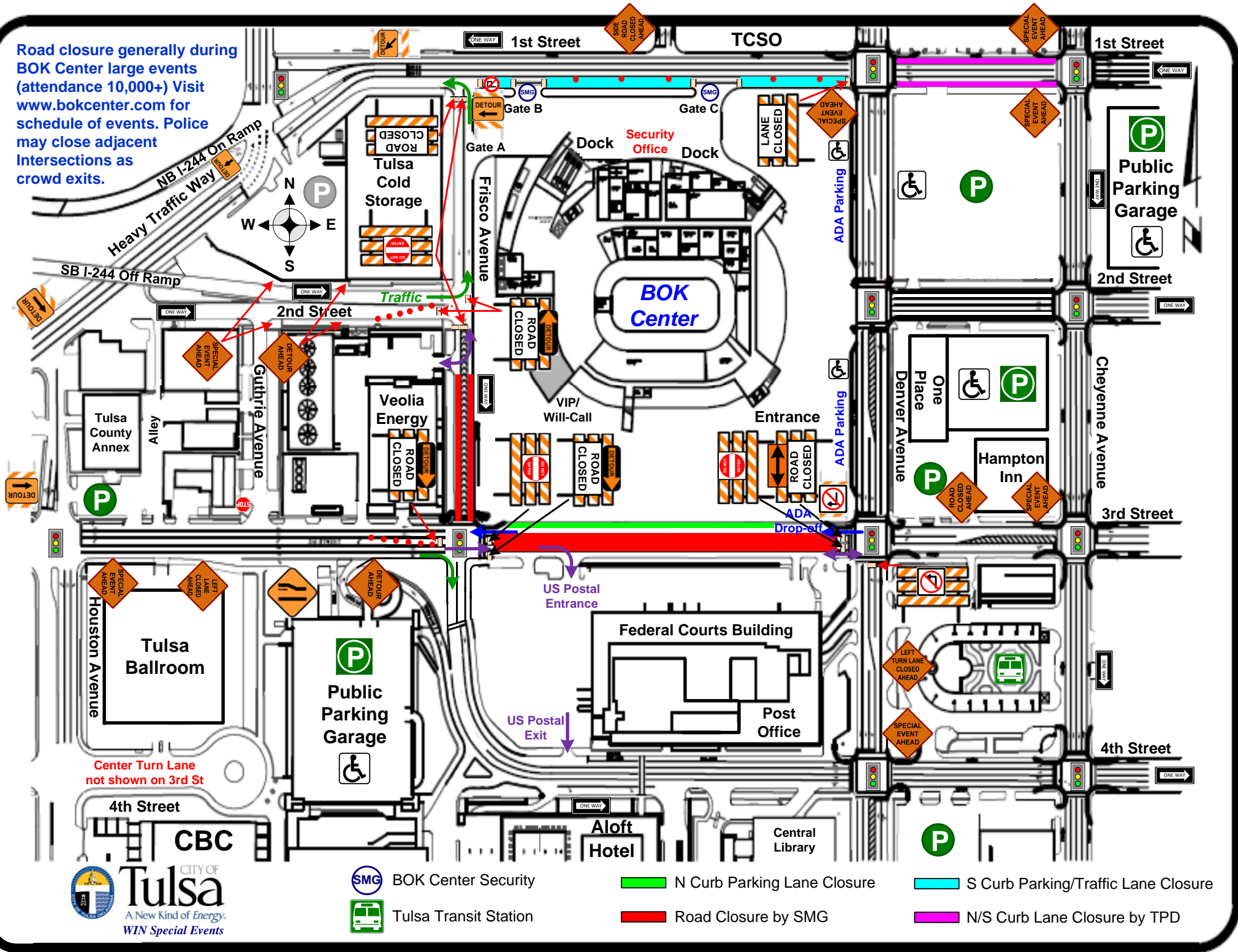


S Curb Parking/Traffic Lane Closure



N/S Curb Lane Closure by TPD

Road closure generally during BOK Center large events (attendance 10,000+) Visit [www.bokcenter.com](http://www.bokcenter.com) for schedule of events. Police may close adjacent intersections as crowd exits.



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