



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Stand Down - 2018 Date(s) of Event: September 29, 2018
Location Address: 1115 S BOULDER AVE W Council District(s): 4
Event Description: Through outreach and community collaboration, the Stand Down offers compassionate road map to end Veteran homelessness for those most vulnerable. Through empowerment, resource connections and provision of the most basic needs, Veterans receive a hand-up to an opportunity for continued community support.

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Public Right of Way, Sidewalk Closure, Private Property, Street Closure

Anticipated Attendance: Total: 350 Per Day: 350

Anticipated Participants: Total: 600 Per Day: 600

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: First United Methodist Church Website: www.fumctulsa.org

Chief Officer of Host Organization: Melanie Steward-Goldman

Email and Phone: melanie.goldman@va.gov 918-592-3862 x 1123

Applicant Name: Stacy Schuller

Email and Phone: stacyschuller@fumctulsa.org 918-592-3862

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Kelsey Campbell Mobile: 918-592-3862

Billing Contact: First United Methodist Church Phone: 918-592-3862

Billing Address: 1115 South Boulder Avenue West
Tulsa OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/28/2018 Time: 8 am
Street Closure for Event Setup: Date: 09/28/2018 Time: 12 pm
Street(s) to be Closed for Event Setup: Main Street between 10th Street and 12th Street

Event Start: Date: 09/29/2018 Time: 8 am
Street Closure for Event Start: Date: 09/29/2018 Time: 12 pm
Street(s) to be Closed for Event Start: Main Street between 10th Street and 12th Street
Run, Walk, Parade Start Time: NA
Daily Event Hours: 8 am to 1 pm

Event End: Date: 09/29/2018 Time: 1 pm
Street Reopens after Event End: Date: 09/29/2018 Time: 4 pm

Event Teardown: Date: 09/29/2018 Time: 4 pm
Street Reopens after Event Teardown: Date: 09/29/2018 Time: 4 pm

Secondary Permits Required

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: 0 Provider and Phone: NA
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: No
Provider and Phone: NA

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

Security and/or Police: Contact, Email and Phone: Allied Universal
Mike Kirchmann
918-660-7002
michael.kirchmann@us.com

Medical and/or First Aid Services: Contact, Email and Phone: Applying to the City of Tulsa to have EMSA
on Medical Standby

Also the VA is providing, Dr., Nurse practitioner and
nurse

Traffic Control Barricade Company: Contact, Email and Phone: Road Safe Traffic Systems
918-425-4550

Equipment Setup: Date: 09/28/2018 Time: 12 pm Equipment Pickup: Date: 09/29/2018 Time: 4 pm

Crowd Management Fencing Company: Contact, Email and Phone: Pipe and Draping for Inside use
ABCO
2033 E. 11th Street
Tulsa, OK 74104
918-583-6557

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

Parking Type: Parking not available

Transportation Service: Shuttle Service

Transportation Service: Contact, Email and Phone: TBD

Sponsor and Other Event Information

Event Sponsor(s): Veterans Administration

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: At Your Service
5610 N. Mingo Rd
Tulsa, OK 74117
918-272-0568

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: 09/28/2018 Time: 5 pm

Equipment Pickup: Date: 09/29/2018 Time: 4 pm

Other information: NA

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: No

Start Time:

Finish Time:

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

NA

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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:

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers will clean all areas

Number of Trash Receptacles: 15

Number of Dumpsters: 1

Number of Recycling Containers: 2

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: Church property on both sides of Main St

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: On File

For City of Tulsa Special Events Committee Use Only

Date received: 06.19.2018 Date routed: 08.15.2018 Date for review: 08.22.2018

Special Events Committee Recommendation: _____ ☐ Yes ☐ No

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

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

Date Permit Issued: _____ Comments: Form revised and map attached 08.15.2018

