



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa's Great Raft Race Date(s) of Event: 9/3/18
Location Address: 2105 S JACKSON AVE W Council District(s): 1, 4, 2
Event Description: Annual non-profit event floating from Sand Springs to Tulsa, highlighting recreation on the AR River
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Public Park, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Street Closure
Anticipated Attendance: Total: 10000 Per Day: 10000
Anticipated Participants: Total: 750 Per Day: 750
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa's Great Raft Race Website: www.tulsarafttrace.com
Chief Officer of Host Organization: Seth Erkenbeck
Email and Phone: seth.erkenbeck@gmail.com 580-491-9311
Applicant Name: Seth Erkenbeck
Email and Phone: seth.erkenbeck@gmail.com 580-491-9311
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Ryan Howell Mobile: 918-596-2008
Billing Contact: Tulsa's Great Raft Race Phone: 580-491-9311
Billing Address: 3526 E. 22nd Pl
Tulsa OK 74114

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/03/2018 Time: 7am
Street Closure for Event Setup: Date: 09/03/2018 Time: 6am
Street(s) to be Closed for Event Setup: Jackson Ave from 20th St to 23rd St

Event Start: Date: 09/03/2018 Time: 10:30am
Street Closure for Event Start: Date: 09/03/2018 Time: 6am
Street(s) to be Closed for Event Start: Jackson Ave from 20th St to 23rd St
Run, Walk, Parade Start Time: Sand Springs Launch 8 a.m. in waves of rafters every 30 minutes.
Daily Event Hours: Finish Line Festival at River West Festival Park 10:30 a.m. - 4:30 pm

Event End: Date: 09/03/2018 Time: 4:30pm
Street Reopens after Event End: Date: 09/03/2018 Time: 5pm

Event Teardown: Date: 09/03/2018 Time: 4:30pm
Street Reopens after Event Teardown: Date: 09/03/2018 Time: 5pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Low point Beer Sales
Number of Food Vendors: 0
Number of Food Trucks: 8
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 5 Number of Service Vendors: 5
Number of Tents/Canopies: 11 Provider and Phone: Party Pro Rentals
1 - 40x80, 1 - 20x60, 6 - 20x20, 3 - 10x10 (918) 622-8102
Number of Inflatables: 3 Provider and Phone: Show It Off, LLC
(918) 232-1196,
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: Chris Witt TPD Special Events Unit
(918) 586-6054
Kathy Purple Special Event Security
(918) 693-0380

Medical and/or First Aid Services: Contact, Email and Phone: EMSA - Chase Coates
(918) 596-3055

Traffic Control Barricade Company: Contact, Email and Phone: Roadsafe Traffic Systems
(918) 425-4550

Equipment Setup: Date: 09/03/2018 Time: 6am Equipment Pickup: Date: 09/03/2018 Time: 5pm

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

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

Parking Type: Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): PSO, AAON, Zeeco, Osage Casino, CNB, Bank2, QT, Williams

Name of Park and Location, if applicable: River West Festival Park
2100 S Jackson Ave

Drone: No

Portable Toilets: Provider and Phone: At Your Service
(918) 272-0568

Total Number of Portable Toilets: 20 Number of ADA Accessible Portable Toilets: 5

Equipment Setup: Date: 08/31/2018 Time: 11am

Equipment Pickup: Date: 09/04/2018 Time: 8am

Other information: Standard "No Event Parking/Residents Only" signage plan for neighborhood
Tulsa Fire Department will provide patrol boats in the Arkansas River
American Parking (918) 587-4141 will be parking vehicles \$10

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 3

Performer/Band name and music type: Live party rock music. Eric Himan. DJ

Sound Amplification: Yes

Start Time: 10:30am

Finish Time: 4pm

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

Standard band equipment

Sound checks conducted prior to the event: Yes

Start Time: 9:30am

Finish Time: 10am

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:

Normal tent banners.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Contracting with cleanup service. Same we've used via RPA last 2 years.

Number of Trash Receptacles: 30

Number of Dumpsters: 2

Number of Recycling Containers: 30

Cleanup Service Provider and Phone, if applicable: TBD

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: Pending

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: 08.08.2018 Date routed: 08.21.2018 Date for review: 08.29.2018

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 maps attached 08.21.2018.

- Raft Trailer Parking
- Raft Drop Off
- Check out
- Raft/Kayak Rentals
- Bar Cart
- VIP Area
- Live Music
- Helicopter Zone
- Water Games
- Food
- Yard Games
- Cardboard Regatta
- Sand Castle Competition
- ATM
- Raft Take Out
- Finish Line
- Viewing Points
- Playground
- Kid Zone/ Inflatables
- Parking
- Handicap Parking
- Restrooms
- Volunteer Parking
- Volunteer Station
- First Aid
- Food Vendors
- Merchandise
- General Admission
- Traffic Block

