



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Harvest Beer Festival

Date(s) of Event: October 13, 2018

Location Address: 409 E 1ST ST S

Council District(s): 4

Event Description: Beer Festival

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Tent/Canopy, Beer/Alcohol Sales, Public Right of Way, No Parking Signage, Street Closure

Anticipated Attendance: Total: 1500

Per Day: 1500

Anticipated Participants: Total: 1500

Per Day: 1500

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: McNellies

Website: https://www.mcnellies.com/events/

Chief Officer of Host Organization: Jim O'Connor

Email and Phone: jim@mcnellies.com 918-582-2035

Applicant Name: McNellies

Email and Phone: scottasipes@gmail.com 918-382-7468

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Scott Sipes

Mobile: 918-740-7225

Billing Contact: McNellies

Phone: 918-382-7468

Billing Address: 409 East 1st Street
Tulsa OK 74120

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/13/2018 Time: 8:00AM
Street Closure for Event Setup: Date: 10/13/2018 Time: 8:00AM
Street(s) to be Closed for Event Setup: 1st Street between Greenwood Ave and Elgin Ave

Event Start: Date: 10/13/2018 Time: 11:30AM
Street Closure for Event Start: Date: 10/13/2018 Time: 8:00AM
Street(s) to be Closed for Event Start: 1st Street between Greenwood Ave and Elgin Ave
Run, Walk, Parade Start Time: NA
Daily Event Hours: 11:30AM to 8:00PM

Event End: Date: 10/13/2018 Time: 8:00PM
Street Reopens after Event End: Date: 10/13/2018 Time: 10:00PM

Event Teardown: Date: 10/13/2018 Time: 8:15PM
Street Reopens after Event Teardown: Date: 10/13/2018 Time: 10:00PM

Secondary Permits Required

Beer Sales, Alcohol Sales: High point beer sales
Number of Food Vendors: 2
Number of Food Trucks: 0
Food Cooked on-site: Yes Fuel(s) to be used: Gas
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 25 Provider and Phone: Vendor Owned 10X10
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: TBD

Medical and/or First Aid Services: Contact, Email and Phone: NA

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

Equipment Setup: Date: 09/15/2018 Time: 8:00AM Equipment Pickup: Date: 10/15/2018 Time: 8:00AM

Crowd Management Fencing Company: Contact, Email and Phone: At Your Service
918-272-0568

Equipment Setup: Date: 10/13/2018 Time: 8:30 AM Equipment Pickup: Date: 10/13/2018 Time: 9:00PM

Parking Type: Unpaved Lot, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Mcneillie's

Name of Park and Location, if applicable: NA

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: 2

Equipment Setup: Date: 10/13/2018 Time: 9:00AM

Equipment Pickup: Date: 10/13/2018 Time: 9:00PM

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: Yes

Start Time: 11:30AM

Finish Time: 8:00PM

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

DJ and speakers

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: McNellie's staff will clean up event

Number of Trash Receptacles: 20

Number of Dumpsters: 2

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

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: On File

For City of Tulsa Special Events Committee Use Only

Date received: 08.10.2018 Date routed: 09.26.2018 Date for review: 10.03.2018

Special Events Committee Recommendation: 09.19.2018 ☒ Yes ☐ No

Date routed to Mayor: 09.27.2018 Mayor's Recommendation: _____ ☐ Yes ☐ No

Date routed to Council: 09.27.2018 City Council Approval: _____ ☐ Yes ☐ No

Date Permit Issued: _____ Comments: Form and map revised 09.26.2018

