



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: 5K Rosary Run/Walk

Date(s) of Event: October 13, 2018

Location Address: 122 W 8TH ST S

Council District(s): 4

Event Description: 5K run/walk with Rosary along route to downtown cathedrals.

**Event Category:** Athletic/Recreation

**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Public Park, Lane Closure, Private Property, Street Closure

Anticipated Attendance: Total: 800

Per Day: 800

Anticipated Participants: Total: 700

Per Day: 700

Number of Events for Monthly Event: NA

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

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Host Organization: St. Michael Catholic Radio

Website: <https://tulsarosaryrun.com/runner-info/>

Chief Officer of Host Organization: David Schlittler

Email and Phone: 918-812-7833 [david@stmichaelradio.com](mailto:david@stmichaelradio.com)

Applicant Name: Tricia Schittler

Email and Phone: dtschlittler@hotmail.com (918) 260-3617

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Tricia Schittler

Mobile: (918) 260-3617

Billing Contact: Tulsa Rosary Run

Phone: (918) 260-3617

Billing Address: 8611 S Jamestown Ave  
Tulsa OK 74137

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

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**Event Setup:** Date: 10/13/2018 Time: 7 AM  
Street Closure for Event Setup: Date: 10/13/2018 Time: 7 AM  
Street(s) to be Closed for Event Setup: Boulder Ave between 8th St and 9th St

**Event Start:** Date: 10/13/2018 Time: 8 AM  
Street Closure for Event Start: Date: 10/13/2018 Time: 8 AM  
Street(s) to be Closed for Event Start: See racecourse map  
Run, Walk, Parade Start Time: 8:30 AM  
Daily Event Hours: 8 AM - 10:30 AM

**Event End:** Date: 10/13/2018 Time: 10:30 AM  
Street Reopens after Event End: Date: 10/13/2018 Time: 10:30 AM

**Event Teardown:** Date: 10/13/2018 Time: 10:30 AM  
Street Reopens after Event Teardown: Date: 10/13/2018 Time: 11 AM

### ***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: 5 (10X10) Provider and Phone: TBD  
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**

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Security and/or Police: Contact, Email and Phone: TPD Special Events Unit  
cwitt@cityoftulsa.org  
918-586-6054

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

Traffic Control Barricade Company: Contact, Email and Phone: NA

Equipment Setup: Date: 10/13/2018 Time: NA Equipment Pickup: Date: 10/13/2018 Time: NA

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

Equipment Setup: Date: 10/13/2018 Time: NA Equipment Pickup: Date: 10/13/2018 Time: NA

Parking Type: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

## **Sponsor and Other Event Information**

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Event Sponsor(s): St Michael Catholic Radio

Name of Park and Location, if applicable: John Hope Reconciliation Park  
321 N Detroit Ave

Drone: No

Portable Toilets: Provider and Phone: At Your Service Rentals  
918-282-0568

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

Equipment Setup: Date: 10/12/2018 Time: 5 PM

Equipment Pickup: Date: 10/15/2018 Time: 9 AM

Other information: NA

## **Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 8 AM

Finish Time: 10:15 AM

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

Personal amp and microphone system

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:

Start/Finish line inflatable arch and banners

## **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: Volunteers will clear the area

Number of Trash Receptacles: 0

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Businesses, Business Association, Places of Worship

## **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: On File

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

Date received: 05.24.2018      Date routed: 09.26.2018      Date for review: 10.03.2018

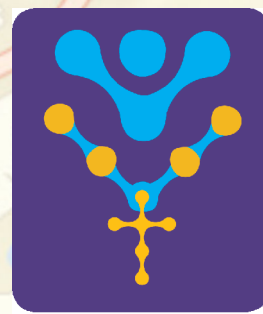
Special Events Committee Recommendation: 09.19.2018      ☒ Yes ☐ No

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: Route & Start Time revised 08.16.18. Form revised 09.26.18





# 5K ROSARY RUN

TO BENEFIT ST. MICHAEL CATHOLIC RADIO

5K Rosary Run  
"Joyful Mysteries"  
Saturday, October 13th  
8:30 AM Start  
[www.tulsarosaryrun.com](http://www.tulsarosaryrun.com)

 **START / FINISH**

 **Joyful Mystery**

 **Parking**

