



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Glo Odyssey Date(s) of Event: Oct. 5-6, 2018
Location Address: 112 E 18TH ST S Council District(s): 4
Event Description: GLO Odyssey
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Live Entertainment, Food Sales, Fireworks/Pyrotechnics, Private Property
Anticipated Attendance: Total: 800 Per Day: 800
Anticipated Participants: Total: 50 Per Day: 50
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: LockHeart Productions Website: NA
Chief Officer of Host Organization: Nicholas Simon
Email and Phone: nicksimon@lockheartexperience.com 918-576-4003
Applicant Name: Nicholas Simon
Email and Phone: nicksimon@lockheartexperience.com 918-576-4003
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Nicholas Simon Mobile: 918-576-4003
Billing Contact: LockHeart Productions Phone: 918-576-4003
Billing Address: 8901 East 48th Street
Tulsa OK 74145

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>10/05/2018</u>	Time: <u>12:00 PM</u>
Street Closure for Event Setup:	Date:	Time: <u>N/A</u>
Street(s) to be Closed for Event Setup:	N/A	
 Event Start:	 Date: <u>10/05/2018</u>	 Time: <u>5:00 PM</u>
Street Closure for Event Start:	Date:	Time: <u>N/A</u>
Street(s) to be Closed for Event Start:	<u>N/A</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>5 PM to 2 AM</u>	
 Event End:	 Date: <u>10/06/2018</u>	 Time: <u>2:00 AM</u>
Street Reopens after Event End:	Date:	Time: <u>N/A</u>
 Event Teardown:	 Date: <u>10/06/2018</u>	 Time: <u>2:30 AM</u>
Street Reopens after Event Teardown:	Date:	Time: <u>N/A</u>

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:	<u>0</u>	
Number of Food Trucks:	<u>2</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>10</u>	Number of Service Vendors: <u>10</u>
Number of Tents/Canopies:	1 - Geo Dome 700 Sq Ft - 15 " tall	Provider and Phone: <u>Nick Simon</u> <u>LockHeart Productions LLC</u> <u>918-576-4003</u>
Number of Inflatables:	<u>0</u>	Provider and Phone: <u>N/A</u>
Number of Amusement Rides:	<u>0</u>	Provider and Phone: <u>N/A</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>Yes</u>	
Provider and Phone:	<u>Nathan Poindexter</u>	

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

Security and/or Police: Contact, Email and Phone: Jon Eppler
918-237-1082

Medical and/or First Aid Services: Contact, Email and Phone: Contact will be made with EMSA for medical emergencies

Traffic Control Barricade Company: Contact, Email and Phone: N/A

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

Crowd Management Fencing Company: Contact, Email and Phone: At Your Service
918-272-0568
jim@alsrentals.com

Equipment Setup: Date: 10/05/2018 Time: 4:00 PM Equipment Pickup: Date: 10/06/2018 Time: 10:00 AM

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): LockHeart Prouctions LLC

Name of Park and Location, if applicable: N/A

Drone: No

Portable Toilets: Provider and Phone: Porta-John of Tulsa
918-836-8657
Venue Shrine has large indoor bathrooms as well.

Total Number of Portable Toilets: 3 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/05/2018 Time: 12:00 PM

Equipment Pickup: Date: 10/06/2018 Time: 12:00 PM

Other information: N/A

Entertainment and Related Activities

Number of Stages: 2

Number of Performers/Bands: 14

Performer/Band name and music type: DJs playing top 40s and Electronic music

Sound Amplification: Yes

Start Time: 5:00 PM

Finish Time: 2:00 AM

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

12x24 foot stage with powered speakers for a small concert.

Sound checks conducted prior to the event: Yes

Start Time: 4:45 PM

Finish Time: 5:00 PM

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

We have fire

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

There will be lighted LED screen on stage. Moving Spotlights, black lights, flood lights, and parcams.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Event Hosts will clean and remove trash to an equal or better condition than it was before the event.

Number of Trash Receptacles: 7

Number of Dumpsters: 1

Number of Recycling Containers: 7

Cleanup Service Provider and Phone, if applicable: LockHeart Productions LLC

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Businesses

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: 10.01.2018 Date routed: 10.02.2018 Date for review: 10.03.2018

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 10.02.2018

