



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### ***Summary of Event***

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Name of Event: Tulsa Dream Center Toy Run

Date(s) of Event: December 2, 2018

Location Address: 200 W 46TH ST N

Council District(s): 1, 4

Event Description: Motorcycle Toy Run to help and promote the Tulsa Dream Center's Christmas Celebration.

**Event Category:** Police Escort

**Event Includes:** Lane Closure, Police Escort

Anticipated Attendance: Total: 200

Per Day: 0

Anticipated Participants: Total: 200

Per Day: 0

Number of Events for Monthly Event: NA

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

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Host Organization: Tulsa Dream Center

Website: www.tulsadreamcenter.com

Chief Officer of Host Organization: Tim Newton

Email and Phone: tnewton@tulsadreamcenter.org 918-043-0099

Applicant Name: Aaron Johnson

Email and Phone: aj@tulsadreamcenter.org 918-430-9984

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Tim Newton

Mobile: 918-510-5773

Billing Contact: Tulsa Dream Center

Phone: 918-430-9984

Billing Address: 200 West 46th Street North  
Tulsa OK 74126

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

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**Event Setup:** Date: 12/02/2018 Time: 1:00pm  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA - Staging in OSU-Tulsa East Parking Lot

**Event Start:** Date: 12/02/2018 Time: 2:00pm  
Street Closure for Event Start: Date: 12/02/2018 Time: 1:55pm  
Street(s) to be Closed for Event Start: Police escort from OSU -Tulsa Campus; N on MLK Blvd, to Pine St; E on Pine St to Peoria Ave; N on Peoria Ave to 46th St N; W on 46th N to 200 W 46th St. N (TDC)

Run, Walk, Parade Start Time: 2:00pm  
Daily Event Hours: NA

**Event End:** Date: 12/02/2018 Time: 4:00pm  
Street Reopens after Event End: Date: 12/02/2018 Time: 2:30pm

**Event Teardown:** Date: Time:  
Street Reopens after Event Teardown: Date: Time:

### ***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: 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**

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Security and/or Police: Contact, Email and Phone: TPD Special Events Unit (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:                      Time:                      Equipment Pickup: Date:                      Time:

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

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

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): Tulsa Dream Center

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets:      Provider and Phone: NA

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

Equipment Setup: Date:                      Time:

Equipment Pickup: Date:                      Time:

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: 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**

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

Number of Trash Receptacles: 1

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable:

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: Police Escort

### **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: 11.05.2018      Date routed: 11.18.2018      Date for review: 11.28.2018

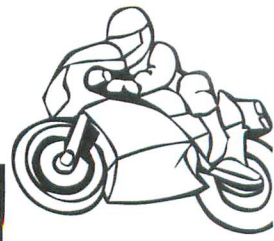
Special Events Committee Recommendation: Email Review      ☒ Yes ☐ No

Date routed to Mayor: 11.19.2018      Mayor's Recommendation: 11.26.2018      ☒ Yes ☐ No

Date routed to Council: 11.19.2018      City Council Approval: 11.28.2018      ☒ Yes ☐ No

Date Permit Issued: \_\_\_\_\_      Comments: Form revised and fees outstanding 11.18.2018.

# TULSA TUIY RUN ROUTE



MEETING TIME: 1:00 PM  
TIME OUT: 2:00 PM

Starting Place: OSU N. Campus  
400 N. Greenwood  
East Parking Lot  
Ending:  
Tulsa Dream Center  
200 W. 46th St. N.

