



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Gathering Place Daily Operation

Date(s) of Event: Dec 1 - Dec 31, 2018

Location Address: 3048 S BOSTON PL E

Council District(s): 4

Event Description: Winter & Christmas décor and Christmas market

Event Category: Miscellaneous

Event Includes: Private Park, Private Property

Anticipated Attendance: Total: 15000

Per Day: 5000

Anticipated Participants: Total: 0

Per Day: 0

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Gathering Place

Website: www.gatheringplace.org

Chief Officer of Host Organization: Tony Moore

Email and Phone: 407-761-4676

Applicant Name: Jimmy Cruz

Email and Phone: jcruz@gatheringplace.org 918-947-6221

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Jimmy Cruz

Mobile: 407-761-4676

Billing Contact: Gathering Place

Phone: 918-947-6221

Billing Address: 3048 South Boston Place
Tulsa OK 74114

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 12/01/2018 Time:
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 12/01/2018 Time:
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: NA
Run, Walk, Parade Start Time: NA
Daily Event Hours: NA

Event End: Date: 12/31/2018 Time:
Street Reopens after Event End: Date: Time:
Event Teardown: Date: 12/31/2018 Time:
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

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

Security and/or Police: Contact, Email and Phone: On site Security
jcruz@gatheringplace.org
407-761-4676

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: Unpaved Lot

Transportation Service: Shuttle Service

Transportation Service: Contact, Email and Phone: Trans Sol Pro
Kevin Sparks
918-830-0315
kevin@transolpro.com

Sponsor and Other Event Information

Event Sponsor(s): The Gathering Place

Name of Park and Location, if applicable: The Gathering Place
2650 S John Williams Way E

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

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

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

Number of Trash Receptacles: 1

Number of Dumpsters: 3

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: No street closures

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

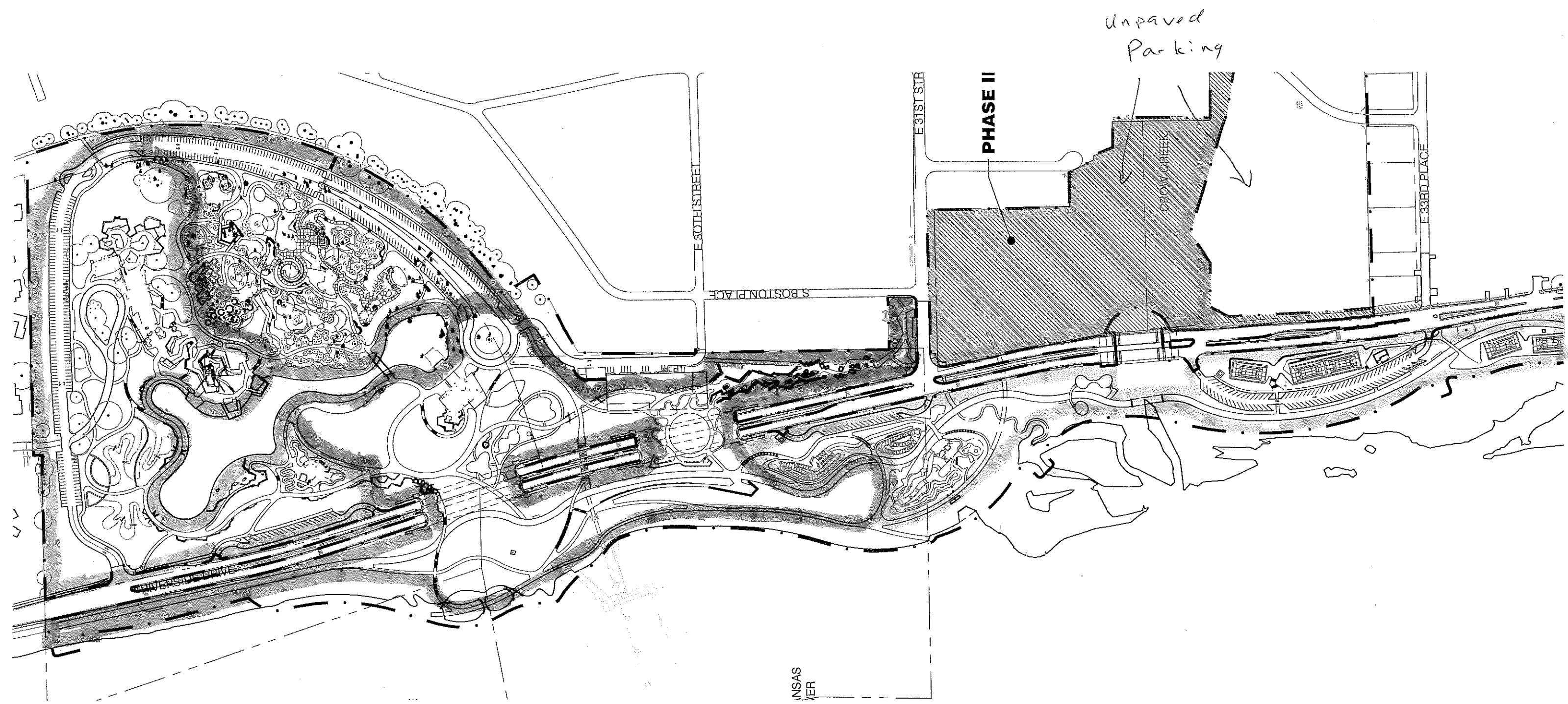
Date received: 12.04.2018 Date routed: 12.10.2018 Date for review: Email Review

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 12.10.2018



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