



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Commitment Day 5K

Date(s) of Event: 1-1-19

Location Address: 10642 S MEMORIAL DR E

Council District(s): 8

Event Description: Family 5K Fun Run

Event Category: Athletic/Recreation

Event Includes: Amplified Sound, Public Right of Way, Lane Closure, Live Entertainment, Street Closure

Anticipated Attendance: Total: 1000

Per Day: 1000

Anticipated Participants: Total: 1000

Per Day: 1000

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tatur Racing

Website: www.mylt.life/events/commitment-day

Chief Officer of Host Organization: Bridgette McIver

Email and Phone: 918-364-8500

Applicant Name: Kelly Corado

Email and Phone: kcorado@lt.life 918-361-5594

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Kelly Corado

Mobile: 919-361-5594

Billing Contact: Life Time

Phone: 918-361-5594

Billing Address: 10642 South Memorial Drive
Tulsa OK 74133

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>01/01/2019</u>	Time: <u>5:00am</u>
Street Closure for Event Setup:	Date: <u>01/01/2019</u>	Time: <u>9:30am</u>
Street(s) to be Closed for Event Setup:	NA - Staging in parking lot	
 Event Start:	Date: <u>01/01/2019</u>	Time: <u>10:00am</u>
Street Closure for Event Start:	Date: <u>01/01/2019</u>	Time: <u>9:30am</u>
Street(s) to be Closed for Event Start:	<u>See racecourse map</u>	
Run, Walk, Parade Start Time:	<u>10:00am</u>	
Daily Event Hours:	<u>9:00am to 1pm</u>	
 Event End:	Date: <u>01/01/2019</u>	Time: <u>1:00pm</u>
Street Reopens after Event End:	Date: <u>01/01/2019</u>	Time: <u>11am</u>
 Event Teardown:	Date: <u>01/01/2019</u>	Time: <u>1:00pm</u>
Street Reopens after Event Teardown:	Date: <u>01/01/2019</u>	Time: <u>11:30am</u>

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:	<u>0</u>	
Number of Food Trucks:	<u>0</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>0</u>	Number of Service Vendors:
Number of Tents/Canopies:	<u>0</u>	Provider and Phone:
Number of Inflatables:	<u>0</u>	Provider and Phone:
Number of Amusement Rides:	<u>0</u>	Provider and Phone:
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>No</u>	
Provider and Phone:	<u>NA.</u>	

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

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

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: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Life Time

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

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 9:30am

Finish Time: 12:00pm

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

PA

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: Volunteer and Employee Clean up

Number of Trash Receptacles: 20

Number of Dumpsters: 2

Number of Recycling Containers: 8

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

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: 10.18.2018 Date routed: 12.03.2018 Date for review: 12.12.2018

Special Events Committee Recommendation: 12.05.2018 ☒ Yes ☐ No

Date routed to Mayor: 12.06.2018 Mayor's Recommendation: _____ ☐ Yes ☐ No

Date routed to Council: 12.06.2018 City Council Approval: _____ ☐ Yes ☐ No

Date Permit Issued: _____ Comments: Form and map revised 12.03.2018.



== new year's day fun run & walk ==

RUNNERS IN EASTBOUND LANE

RUNNERS IN CURB
SOUTHBOUND LANE

TRAFFIC IN CENTER
SOUTHBOUND LANE

3 **START/END**
Lifetime Fitness

= TULSA =

WIN Special Events

Northbound Lanes Open