



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: MLK Walk in Peace Date(s) of Event: January 20, 2018
Location Address: 701 S CINCINNATI AVE E Council District(s): 4
Event Description: Processional
Event Category: Procession/March
Event Includes: Public Right of Way, Street Closure
Anticipated Attendance: Total: 200 Per Day: 200
Anticipated Participants: Total: 200 Per Day: 200
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Martin Luther King Jr. Commemoration Society Website: www.mlktulsa.com
Chief Officer of Host Organization: Pleas Thompson
Email and Phone: mlktulsa@gmail.com
Applicant Name: Pleas Thompson
Email and Phone: mlktulsa@gmail.com Pending
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Sue Bunday Mobile: 503-380-3727
Billing Contact: Martin Luther King Jr. Commemoration Society Phone: Pending
Billing Address: PO Box 14025
Tulsa OK 74159

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 01/20/2019 Time: 1700
Street Closure for Event Setup: Date: 01/20/2019 Time: 1700
Street(s) to be Closed for Event Setup: Cincinnati Ave from 7th St to 8th St

Event Start: Date: 01/20/2019 Time: 1730
Street Closure for Event Start: Date: 01/20/2019 Time: 1715
Street(s) to be Closed for Event Start: 8th St and Cincinnati to 13th St and Boston Ave
Run, Walk, Parade Start Time: 1730
Daily Event Hours: 1700 to 1830

Event End: Date: 01/20/2019 Time: 1815
Street Reopens after Event End: Date: 01/20/2019 Time: 1815

Event Teardown: Date: 01/20/2019 Time: 1815
Street Reopens after Event Teardown: Date: 01/20/2019 Time: 1815

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: TPD Special Events Unit
918-586-6054

Medical and/or First Aid Services: Contact, Email and Phone: EMSA
918-596-3100

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): Dr. Martin Luther King Jr. Commemoration Society

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: 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: Cleanup will not be necessary for this event as none of the aforementioned will be used.

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, Places of Worship

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: 12.12.2018 Date routed: 01.02.2018 Date for review: 01.09.2018

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: Date changed 12.31.2018. Form revised 01.02.2019.

