



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: 5k Easter Hop Date(s) of Event: April 13, 2019
Location Address: 7370 E 71ST ST S Council District(s): 8
Event Description: We are hosting a certified 5k race and 1 mile fun run benefiting the Thoreau Demonstration Academy Foundation.
Event Category: Athletic/Recreation
Event Includes: Amplified Sound, Tent/Canopy, Public Right of Way, Food Sales, Merchandise Sales, Street Closure
Anticipated Attendance: Total: 500 Per Day: 500
Anticipated Participants: Total: 500 Per Day: 500
Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Thoreau Demonstration Academy Website: https://runsignup.com/Race/Events/OK/Tulsa/5kEasterHopbenefitingThoreauDemonstrationAcademy
Chief Officer of Host Organization: Tara Gordon
Email and Phone: thoreau5k@gmail.com 918-833-9700
Applicant Name: Tara Gordon
Email and Phone: thoreau5k@gmail.com 918-833-9700
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Tara Gordon Mobile: 918-760-9821
Billing Contact: Thoreau Demonstration Academy Phone: 918-833-9700
Billing Address: 7370 71st Street
Tulsa OK 74133

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 04/13/2019 Time: 6:30 am
Street Closure for Event Setup: Date: 04/13/2019 Time: 7:00 am
Street(s) to be Closed for Event Setup: 71st Ct between 75th E Ave and 76th E Ave

Event Start: Date: 04/13/2019 Time: 8:00 am
Street Closure for Event Start: Date: 04/13/2019 Time: 8:00 am
Street(s) to be Closed for Event Start: See Racecourse Map
Run, Walk, Parade Start Time: 1-mile Fun Run starts 8:30 am
5K starts 9 a.m.

Daily Event Hours: We will be at Thoreau Demonstration Academy to set up registration at 7:00 am April 13, 2019. The roads should be ready for the 8:30 start time of the Fun Run, the 5k starts at 9:00 am and should be finishing at 10:00 a.m. We will have food trucks on the site of Thoreau, as well as an Easter egg hunt on our football field.

Event End: Date: 04/13/2019 Time: 10:00 am
Street Reopens after Event End: Date: 04/13/2019 Time: 10 a.m.
Event Teardown: Date: 04/13/2019 Time: 11:00 am
Street Reopens after Event Teardown: Date: 04/13/2019 Time: 10:30 a.m.

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 2
Food Cooked on-site: Yes 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 Chris Witt
918-527-0025

Medical and/or First Aid Services: Contact, Email and Phone: NA

Traffic Control Barricade Company: Contact, Email and Phone: TPD Barricade Crew

Equipment Setup: Date: 04/13/2019 Time: 7:30 a.m Equipment Pickup: Date: 04/13/2019 Time: 10:30 a.m.

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): Argonaut Private Equity, Route 66, One Gas, McNellies, PT Enterprise, All Signs

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: Contractors Portables
Nation Collins 918-841-7599

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: 04/12/2019 Time: 4:00 pm

Equipment Pickup: Date: 04/15/2019 Time: 10:00 am.

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: 8:00 am

Finish Time: 11:00 am

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

A microphone system to announce as runners are coming in, and play music from a play list, no live music

Sound checks conducted prior to the event: Yes

Start Time: 8:00 am

Finish Time: 8:30 am

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:

We will have a finish line banner that will have our sponsors listed, as well as small garage sale size signs with the sponsor names lining the area around the finish line.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We have a dumpster and a recycle bin on the Thoreau campus. We will have 5-7 trash cans on site. We will have a clean up committee to clean up. We will also have a trash can at the turn around water station.

Number of Trash Receptacles: 10

Number of Dumpsters: 1

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:

Schools, Neighborhood Association

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: 02.28.2019 Date routed: 03.06.2019 Date for review: 03.06.2019

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 03.06.2019

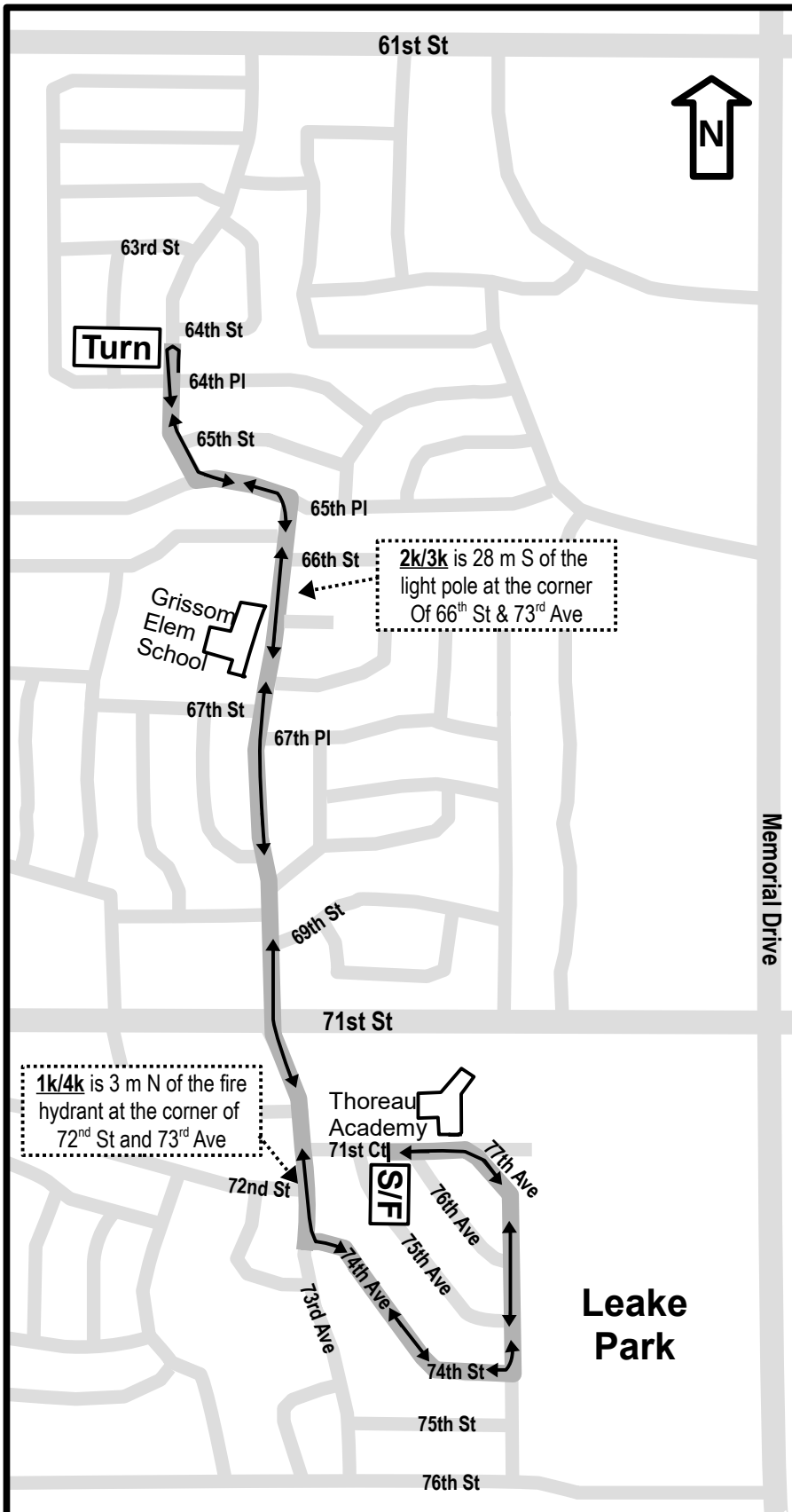
USATF Certification
OK19004DG

Thoreau Demonstration Academy 5k
Tulsa, OK – 5,000 meters

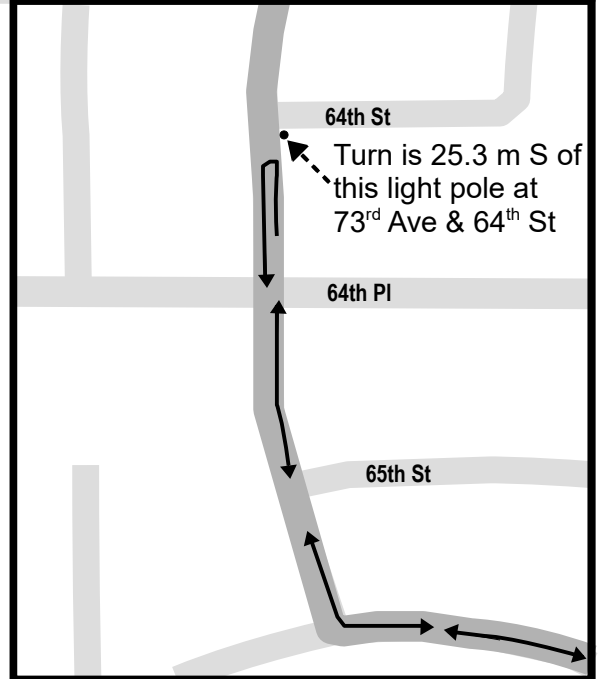
Effective Dates
Feb 13, 2019 to Dec 31, 2019

Measured by: Martin Updike, I:40 Race Service Measured on
2/5/2019. 918-577-1956, martin@i40raceservice.com

Race Contact: Tara Gordon w/ Thoreau Dem Academy
918-833-9700 thoreau5k@gmail.com



Turn Detail Map



Elevations:

Start: 233 m Finish: 233 m
Lowest: 233 m Highest: 248 m

Start/Finish Detail Map

