



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: John Hope Franklin Annual Community Walk Date(s) of Event: May 30, 2019  
Location Address: 321 N ELGIN AVE E Council District(s): 4  
Event Description: Community Walk in remembrance of the 1921 Race Massacre  
**Event Category:** Athletic/Recreation  
**Event Includes:** Public Right of Way, Public Park  
Anticipated Attendance: Total: 125 Per Day: 125  
Anticipated Participants: Total: 0 Per Day: 0  
Number of Events for Monthly Event: NA

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

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Host Organization: John Hope Franklin Center for Reconciliation Website: NA  
Chief Officer of Host Organization: Reuben Gant  
Email and Phone: 918-584-6245  
Applicant Name: Jean Neal  
Email and Phone: jneal@jhfccenter.org 918-295-5009  
Professional Event Organizer: NA  
Email and Phone:  
On-site Contact: Dr. Dewayne Dickens Mobile: 918-295-5009  
Billing Contact: John Hope Franklin Center for Reconciliation Phone: 918-295-5009  
Billing Address: 322 Greenwood Avenue  
Tulsa OK 74120

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

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**Event Setup:** Date: 05/30/2019 Time: 5:00 p.m.  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA - Parking Lot

**Event Start:** Date: 05/30/2019 Time: 5:30 p.m.  
Street Closure for Event Start: Date: Time:  
Street(s) to be Closed for Event Start: NA - Walking on Sidewalks  
Run, Walk, Parade Start Time: 5:30 p.m.  
Daily Event Hours: NA

**Event End:** Date: 05/30/2019 Time: 6:30 P.M.  
Street Reopens after Event End: Date: Time:

**Event Teardown:** Date: 05/30/2019 Time: 6:30 P.M.  
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: NA

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): John Hope Franklin Center for Reconciliation

Name of Park and Location, if applicable: John Hope Franklin Park as a starting point.

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: Yes

Start Time: 5:30p.m.

Finish Time: 6:30 p.m.

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

Microphone a speaker

Sound checks conducted prior to the event: Yes

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: The John Hope Franklin Volunteers will remove any trash that occurs during the walk.

Number of Trash Receptacles: 4

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: No Road Closures

**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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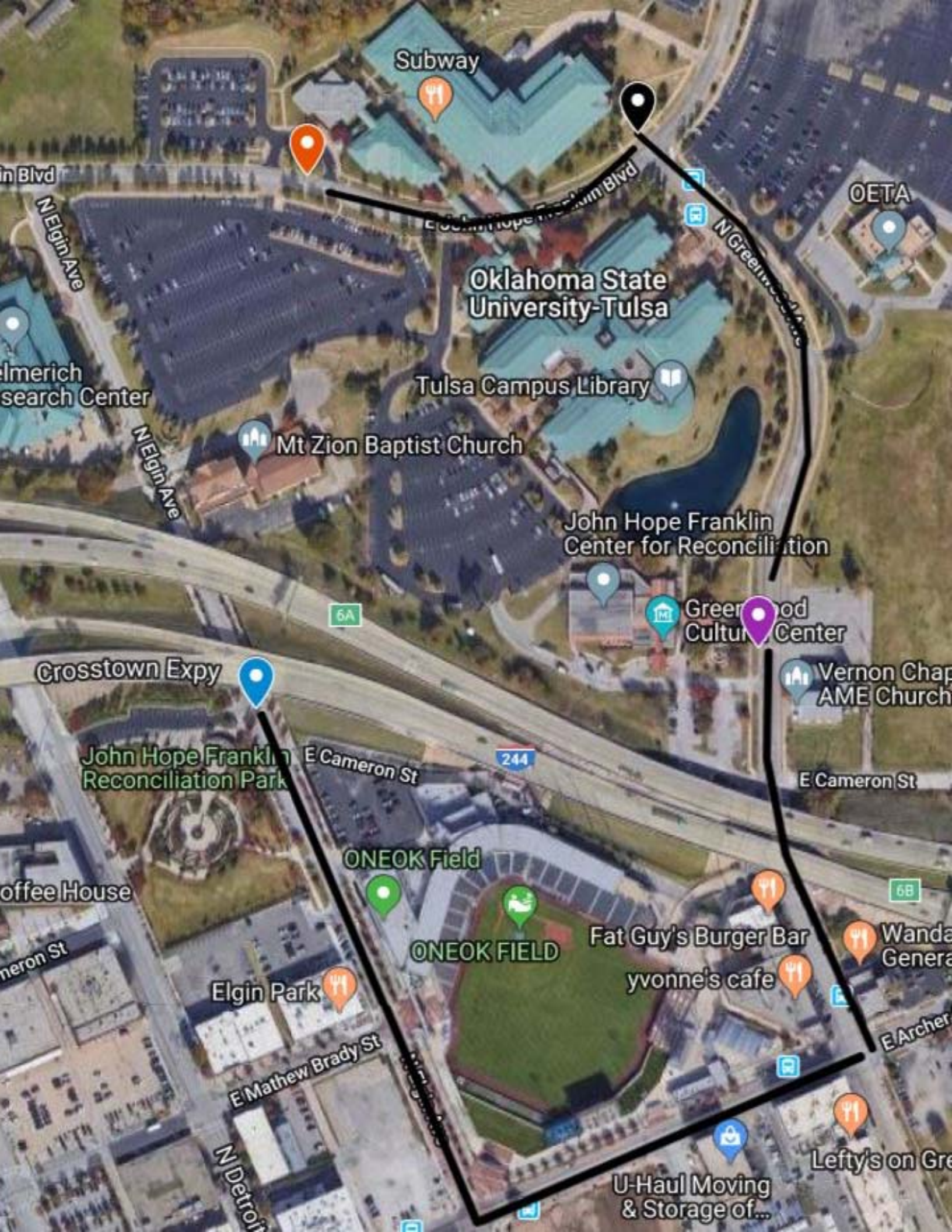
**For City of Tulsa Special Events Committee Use Only**

Date received: 05/16/2019    Date routed: 05/28/2019    Date for review: Email/Online 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 05/28/2019



Subway

Oklahoma State University-Tulsa

Tulsa Campus Library

Mt Zion Baptist Church

John Hope Franklin Center for Reconciliation

Greenwood Cultural Center

Vernon Chapel AME Church

Crosstown Expy

John Hope Franklin Reconciliation Park

ONEOK Field

ONEOK FIELD

Fat Guy's Burger Bar

Yvonne's cafe

Elgin Park

Wanda's General Store

E Mathew Brady St

U-Haul Moving & Storage of...

Lefty's on Greenwood

in Blvd

N Elgin Ave

Almerich Research Center

N Elgin Ave

E John Hope Franklin Blvd

N Greenwood Ave

OETA

6A

244

E Cameron St

6B

offee House

eron St

E Archer St

N Detroit