



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Riverside 5000 Date(s) of Event: 8/10/2019
Location Address: 9555 S RIVERSIDE PKWY E Council District(s): 2
Event Description: 5K Running Road Race
Event Category: Athletic/Recreation
Event Includes: Amplified Sound, Public Right of Way, Public Park, Street Closure
Anticipated Attendance: Total: 1000 Per Day: 1000
Anticipated Participants: Total: 700 Per Day: 700
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Runner Website: www.tulsarunner.com
Chief Officer of Host Organization: Trani Matthews
Email and Phone: trani@tulsarunner.com 918-494-8800
Applicant Name: Trani Matthews
Email and Phone: trani@tulsarunner.com 918-494-8800
Professional Event Organizer: Same
Email and Phone: Same
On-site Contact: Trani Matthews Mobile: 918-494-8800
Billing Contact: Tulsa Runner Phone: 918-494-8800
Billing Address: 9708 Riverside PKWY
Tulsa OK 74137

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 08/10/2019 Time: 6:15 AM
Street Closure for Event Setup: Date: 08/10/2019 Time: 6:15 AM
Street(s) to be Closed for Event Setup: Riverside Pkwy between 96th St and 95th St

Event Start: Date: 08/10/2019 Time: 7:30 AM
Street Closure for Event Start: Date: 08/10/2019 Time: 7:00 AM
Street(s) to be Closed for Event Start: Riverside Pkwy from 95th to Casino Drive
Run, Walk, Parade Start Time: 7:30 AM Elite 5k
8:00 AM Open 5k
8:45 AM Kids 5k

Daily Event Hours: 7:00 AM to 10:00 AM

Event End: Date: 08/10/2019 Time: 10:00 AM
Street Reopens after Event End: Date: 08/10/2019 Time: 10:00 AM
Event Teardown: Date: 08/10/2019 Time: 10:00 AM
Street Reopens after Event Teardown: Date: 08/10/2019 Time: 10:15 AM

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: 4 Provider and Phone: Vendor Owned
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: OSU Medical volunteer on site;
EMSA will be notified of event

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

Event Sponsor(s): Tulsa Runner

Name of Park and Location, if applicable: River Parks, NW corner of 96th St and Riverside Pkwy

Drone: No

Portable Toilets: Provider and Phone: River Parks 918-596-2001

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

Equipment Setup: Date: 08/09/2019 Time: TBD

Equipment Pickup: Date: 08/12/2019 Time: TBD

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: 7:15 AM

Finish Time: 9:45 AM

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

Portable sound system for announcements and music at start/finish.

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:

Real estate signs for Kilometer markings along the course; sponsor banner displayed near start/finish.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will pick up all trash generated by the event.

Number of Trash Receptacles: 3

Number of Dumpsters: 0

Number of Recycling Containers: 2

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, 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: 06/20/2019 Date routed: 07/08/2019 Date for review: 07/17/2019

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: Complete info and form revised 07/08/2019.

Turn Around

91st St

Turn Around

Riverside 5000

Elite 5km Course

Finish on the 3rd lap

Finish

Start

ark



Turn Around

91st St

Riverside 5000
Open Course
Finish on 2nd Lap

Turn Around

untitled Placemark

Finish Start

