



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: 5K Rosary Run & Rally Date(s) of Event: September 28, 2019
Location Address: 122 W 8TH ST S Council District(s): 4
Event Description: 5K Rosary run and 1-mile Rosary walk
Event Category: Athletic/Recreation
Event Includes: Amplified Sound, Public Right of Way, Lane Closure, No Parking Signage, Street Closure
Anticipated Attendance: Total: 550 Per Day: 550
Anticipated Participants: Total: 500 Per Day: 500
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: St. Michael Catholic Radio Website: https://tulsarosaryrally.com/#
Chief Officer of Host Organization: Tricia Schittler
Email and Phone: dtschlittler@hotmail.com 918-260-3617
Applicant Name: Tricia Schittler
Email and Phone: dtschlittler@hotmail.com 918-260-3617
Professional Event Organizer: Same
Email and Phone:
On-site Contact: Tricia Schittler Mobile: 918-260-3617
Billing Contact: Tulsa Rosary Run Phone: 918-260-3617
Billing Address: 8611 S Jamestown Ave
Tulsa OK 74137

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/28/2019 Time: 6 AM
Street Closure for Event Setup: Date: 09/28/2019 Time: 6:30 AM
Street(s) to be Closed for Event Setup: Staging - Boulder Ave between 8th St & 9th St

Event Start: Date: 09/28/2019 Time: 8 AM
Street Closure for Event Start: Date: 09/28/2019 Time: 8:30 AM
Street(s) to be Closed for Event Start: See Racecourse Map
Run, Walk, Parade Start Time: 9 AM
Daily Event Hours: 8 AM - 11 AM

Event End: Date: 09/28/2019 Time: 11 AM
Street Reopens after Event End: Date: 09/28/2019 Time: 10:30 AM

Event Teardown: Date: 09/28/2019 Time: 11 AM
Street Reopens after Event Teardown: Date: 09/28/2019 Time: 11:30 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: 5 10'x10' 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; cwitt@cityoftulsa.org;
918.586.6054

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

Traffic Control Barricade Company: Contact, Email and Phone: TPD Barricade Crew 918-586-6054

Equipment Setup: Date:09/28/2019 Time: 6.30 AM Equipment Pickup: Date: 09/28/2019 Time: 10:30 AM

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): St Michael Catholic Radio

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: At Your Service, 918-272-0568

Total Number of Portable Toilets: 1 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: 09/27/2019 Time: 5 PM

Equipment Pickup: Date: 09/28/2019 Time: 2 PM

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 AM

Finish Time: 10:30 AM

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

Personal portable sound system. Bose L1 system with mixer

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:

Inflatable starting/finish line arch. 55 small Rosary balloons attached to cones along the 5k run route.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Event volunteers will pick up cones/balloons and trash along the 5k route at the end of the run. Event volunteers will pick up equipment and trash at the start/finish line event location.

Number of Trash Receptacles: 5

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: This event is not being held near residents and is being held on a Saturday morning while businesses are closed.

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: 07/17/2019 Date routed: 09/18/2019 Date for review: 09/25/2019

Special Events Committee Recommendation: _____ Yes No Yes No

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

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

Date Permit Issued: _____ Comments: Revised route 08/16/2019. Revised timeline and form updated 09/18/2019.



ROSARY RUN & RALLY

SAINT MICHAEL CATHOLIC RADIO

2019 Rosary Run & Rally
Saturday, September 28th
9:00 AM Start
www.tulsarosaryrally.com

 START / FINISH

 Joyful Mystery

 5K Route

 1 Mile Route

 Parking

