



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: St. Jude Walk/Run Tulsa Date(s) of Event: 9/21/19
Location Address: 201 N ELGIN AVE E Council District(s): 4
Event Description: Family friendly walk/run benefiting St. Jude Children's Research Hospital

Event Category: Athletic/Recreation

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Private Property, Street Closure

Anticipated Attendance: Total: 1500 Per Day: 1500

Anticipated Participants: Total: 1500 Per Day: 1500

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: ALSAC/St. Jude Website: https://fundraising.stjude.org/site/TR/Walk/Walkfr_id=107547&pg=entry&sc_cid=c1171820
Chief Officer of Host Organization: Sara Hall
Email and Phone: sara.hall@stjude.org 901-488-7425
Applicant Name: Astrid Rodriguez
Email and Phone: astrid.rodriquez@stjude.org 405-815-5703
Professional Event Organizer: Same
Email and Phone:
On-site Contact: Astrid Rodriguez Mobile: 405-234-7095
Billing Contact: ALSAC/St. Jude Phone: 405-815-5703
Billing Address: 400 N Walker Ave
Tulsa OK 73102

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/20/2019 Time: 12:00 pm
Street Closure for Event Setup: Date: 09/20/2019 Time: 12:00 PM
Street(s) to be Closed for Event Setup: Elgin Ave between Cameron St and Archer St

Event Start: Date: 09/21/2019 Time: 8:00 am
Street Closure for Event Start: Date: 09/21/2019 Time: 9:00 am
Street(s) to be Closed for Event Start: See course map
Run, Walk, Parade Start Time: 9:30 am 5K
10 am 1-mile walk/fun run

Daily Event Hours: 8 am - 12 pm

Event End: Date: 09/21/2019 Time: 12 pm
Street Reopens after Event End: Date: 09/21/2019 Time: 11 am
Event Teardown: Date: 09/21/2019 Time: 12 pm
Street Reopens after Event Teardown: Date: 09/21/2019 Time: 12 pm

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: Electric, Gas
Number of Item Vendors: 1 Number of Service Vendors: 0
Number of Tents/Canopies: 12 Provider and Phone: 10x10 tents 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: ONEOK security for event area
TPD Special Events Unit (918) 586-6054
cwitt@cityoftulsa.org for street closures/route

Medical and/or First Aid Services: Contact, Email and Phone: EMSA
Adam Palucka
palukaa@emsa.net
918-345-0081

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

Equipment Setup: Date: 09/21/2019 Time: 8:00 AM Equipment Pickup: Date: 09/21/2019 Time: 12:00 PM

Crowd Management Fencing Company: Contact, Email and Phone: NA

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Parking Type: Street, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Route 66 Chevrolet
Lighthouse Electric
Claude Neon
Duffy Orthodontics
The Meritage Group

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: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Solo artist, acoustic style. TBD

Sound Amplification: Yes

Start Time: 7 am

Finish Time: 12 pm

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

ONEOK Field sound system.

Sound checks conducted prior to the event: Yes

Start Time: 7 am

Finish Time: 7:30 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:

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Event committee and volunteers responsible for signage collection.

Event committee and volunteers responsible for clean up around event/festival area in and around ONEOK Field.

All garbage and recycling to be disposed of appropriately in ONEOK Field's dumpsters.

Number of Trash Receptacles: 1

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:

Residents, Schools, Other entities

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: 07/23/2019 Date routed: 09/12/2019 Date for review: 09/18/2019

Special Events Committee Recommendation: 09/11/2019 Yes No
Date routed to Mayor: 09/12/2019 Mayor's Recommendation: _____ Yes No

Date routed to Council: 09/12/2019 City Council Approval: _____ Yes No

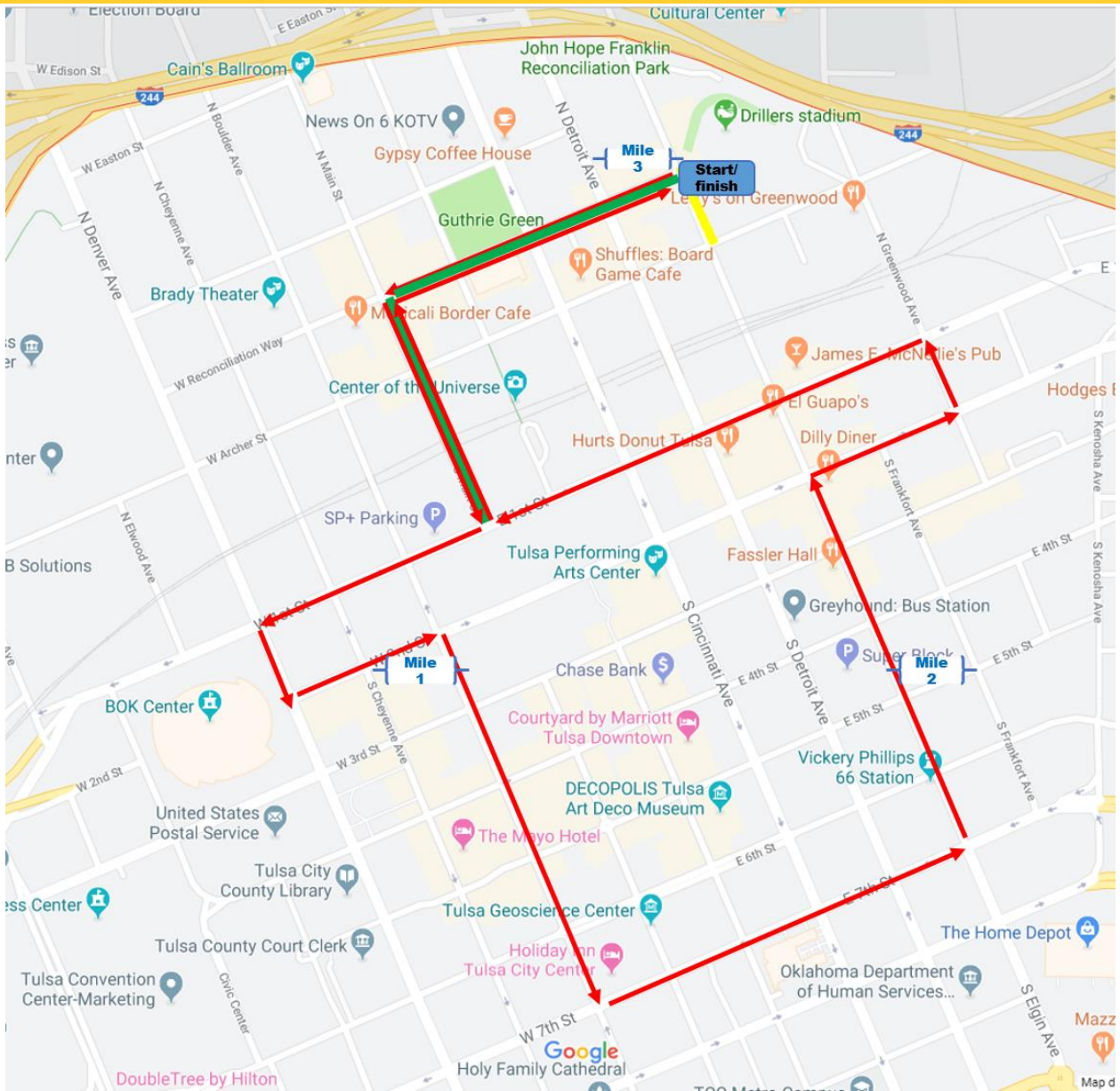
Date Permit Issued: _____ Comments: Form revised, map verified (2 maps) & outstanding fees 09/12/2019.





St. Jude Walk/Run Tulsa

Course Map

Sept. 21

ONEOK Field



-  Celebration Village – Stage – Food trucks
-  Start/Finish – Elgin & Brady
-  Run start: 9:30 am | 3 mile course
-  Walk start: 10:00 am | 1 mile turnaround on 1st and Main.