



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### ***Summary of Event***

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Name of Event: End of Summer Cookout Date(s) of Event: 9/22/19  
Location Address: 201 N MAIN ST E Council District(s): 4  
Event Description: Outdoor cookout with cocktails  
**Event Category:** Street/Block Party  
**Event Includes:** Amplified Sound, Tent/Canopy, Beer/Alcohol Sales, Live Entertainment, Food Sales, No Parking Signage, Private Property  
Anticipated Attendance: Total: 100 Per Day: 100  
Anticipated Participants: Total: 100 Per Day: 100  
Number of Events for Monthly Event: NA

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

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Host Organization: McNellie's Group Catering LLC Website: NA  
Chief Officer of Host Organization: Lindsey Gifford  
Email and Phone: lindsey@taverntulsa.com 918-949-9801  
Applicant Name: Lindsey Gifford  
Email and Phone: lindsey@taverntulsa.com 918-949-9801  
Professional Event Organizer: NA  
Email and Phone:  
On-site Contact: Lindsey Gifford Mobile: 405-473-6691  
Billing Contact: McNellie's Group Phone: 918-949-9801  
Billing Address: 201 N Main Street  
Tulsa OK 74103

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

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**Event Setup:** Date: 09/22/2019 Time: 12:00pm  
Street Closure for Event Setup: Date: 09/22/2019 Time: Noon  
Street(s) to be Closed for Event Setup: NA - Private Alleyway

**Event Start:** Date: 09/22/2019 Time: 3:00 pm  
Street Closure for Event Start: Date: 09/22/2019 Time: Noon  
Street(s) to be Closed for Event Start: NA - Private Alleyway  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 3:00 to 9:00pm

**Event End:** Date: 09/22/2019 Time: 9:00pm  
Street Reopens after Event End: Date: 09/22/2019 Time: 10:00pm

**Event Teardown:** Date: 09/22/2019 Time: 9:00pm  
Street Reopens after Event Teardown: Date: 09/22/2019 Time: 10:00pm

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: High point beer sales, Alcohol Sales  
Number of Food Vendors: 1  
Number of Food Trucks: 0  
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal  
Number of Item Vendors: 0 Number of Service Vendors: 0  
Number of Tents/Canopies: 5 Provider and Phone: 10x10 tents  
Self 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**

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Security and/or Police: Contact, Email and Phone: Off-duty TPD Chris Witt  
918-706-0119

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

Traffic Control Barricade Company: Contact, Email and Phone: TBD

Equipment Setup: Date: 09/20/2019 Time: 10:00pm Equipment Pickup: Date: 09/23/2019 Time: 10:00pm

Crowd Management Fencing Company: Contact, Email and Phone: At Your Service  
918-272-0568  
aysteam@aysrentals.com

Equipment Setup: Date: 09/22/2019 Time: 12:00pm Equipment Pickup: Date: 09/23/2019 Time: 9:00am

Parking Type: Street

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

**Sponsor and Other Event Information**

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Event Sponsor(s): McNellie's 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**

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Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: DJ

Sound Amplification: Yes

Start Time: 3:00pm

Finish Time: 9:00pm

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

Small amplifier

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:

String Lights

**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: All trash will be removed and rentals will be broken down

Number of Trash Receptacles: 6

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:

Residents, Businesses, Business Association

**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**

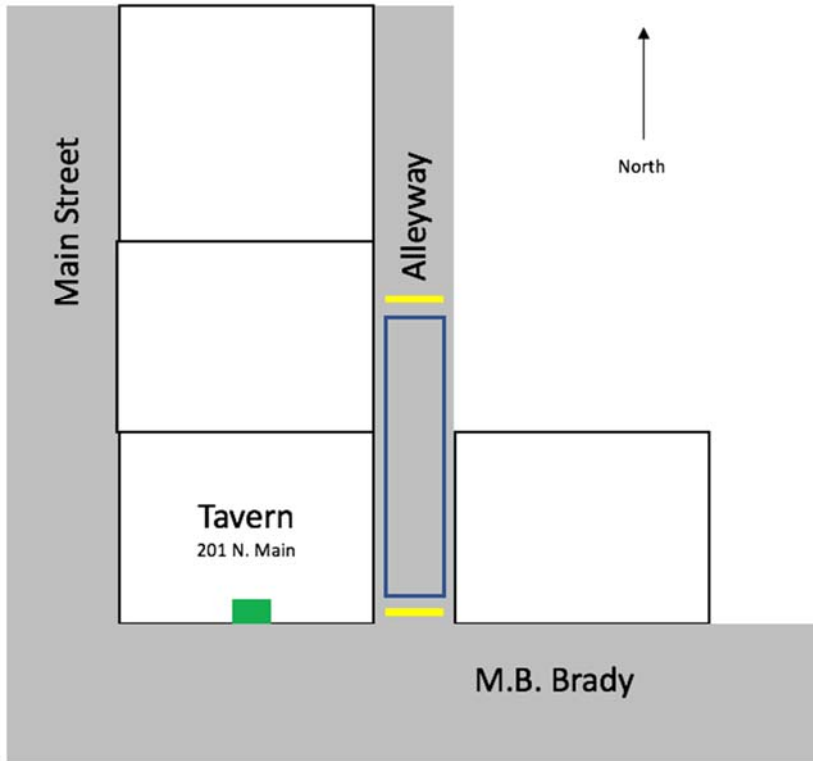
Date received: 07/19/2019      Date routed: 09/18/2019      Date for review: Email/Website


Special Events Committee Recommendation: 09/19/2019       Yes  No

Date routed to Mayor: 09/18/2019      Mayor's Recommendation: NA       Yes  No


Date routed to Council: 09/18/2019      City Council Approval: NA       Yes  No

Date Permit Issued: 09/20/2019      Comments: Form and TCP map revised 09/18/2019



Barricades = 

Temp Storage = 

Fencing = 

W Easton St

N Boulder Ave

N Main St

N Boston Ave



**Date:** Sept. 22, 2019 **Project:** End of Summer Cookoff  
**Comments:**  
 Alley Closure: Noon to 10 p.m.  
 Event Hours: 3 to 9 p.m.  
 Parking Lanes not Shown | Drawing not to Scale  
 COT assumes no liability for accuracy or validity



Event Field

Entrance Exit

Public Parking @ the  
 Parking Garage located @  
 1st Street & Main Street.

N Detroit Ave

W Cameron St

Alley

Guthrie Green  
 THE BRICK LAWN




E Cameron St

W Reconciliation Way

N Boulder Ave

N Main St

N Boston Ave

M L King Jr Blvd

N Detroit Ave

E Reconciliation Way

E Archer St

E Archer St