



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Theatre Tulsa Date(s) of Event: 10/05/2019
Location Address: 608 E 3RD ST S Council District(s): 4
Event Description: Theatre Tulsa New Orleans Second Line Parade
East Village
Event Category: Procession/March
Event Includes: Public Right of Way, Live Entertainment, Street Closure
Anticipated Attendance: Total: 200 Per Day: 200
Anticipated Participants: Total: 200 Per Day: 200
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Theatre Tulsa Website: https://theatretulsa.org/
Chief Officer of Host Organization: Jarrod Kopp
Email and Phone: executivedirector@theatretulsa.org 918-587-8402
Applicant Name: Olivia Martin
Email and Phone: omartin@theatretulsa.org 918-587-8402
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Olivia Martin Mobile: 918-284-4571
Billing Contact: Theatre Tulsa Phone: 918-587-8402
Billing Address: 412 N Boston Ave
Tulsa OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/05/2019 Time: 4:00 PM
Street Closure for Event Setup: Date: 10/05/2019 Time: 4:00 PM
Street(s) to be Closed for Event Setup: See Route Map

Event Start: Date: 10/05/2019 Time: 5:00 PM
Street Closure for Event Start: Date: 10/05/2019 Time: 4:00 PM
Street(s) to be Closed for Event Start: E. 3rd St. between S. Frankfort Ave. and S. Lansing Ave. E. 4th St. between S. Frankfort Ave. and S. Lansing Ave. S. Frankfort Ave. between E. 3rd St. and E. 4th St. S. Lansing Ave. between E. 3rd St. and E. 4th St. S. Kenosha Ave. between E. 3rd St. and E. 4th St. / E. 4th Place between S. Kenosha Ave. and E. 4th St.

Run, Walk, Parade Start Time: 5:00 PM

Daily Event Hours: 5:00-6:00 PM

Event End: Date: 10/05/2019 Time: 6:00 PM
Street Reopens after Event End: Date: 10/05/2019 Time: 7:00 PM
Event Teardown: Date: 10/05/2019 Time: 6:15 PM
Street Reopens after Event Teardown: Date: 10/05/2019 Time: 7:00 PM

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: 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

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: Tulsa City Medical 918-596-7075

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: Parking not available

Transportation Service: No service

Transportation Service: Contact, Email and Phone:

Sponsor and Other Event Information

Event Sponsor(s): Theatre Tulsa

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: 0

Number of Performers/Bands: 1

Performer/Band name and music type: The Original Big 7 (professional New Orleans Second Line band)

Sound Amplification: No

Start Time:

Finish Time:

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

NA

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:

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: The procession will create minimal waste, and volunteers will follow the procession to collect waste.

Number of Trash Receptacles: 0

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: We will present the event concept to the residents, businesses, and nonprofit organizations in the East Village as soon as the permit is all details are finalized.

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: 08/06/2019 Date routed: 09/25/2019 Date for review: 10/02/2019

Special Events Committee Recommendation: 09/25/2019 Yes No

Date routed to Mayor: 09/26/2019 Mayor's Recommendation: _____ Yes No

Date routed to Council: 09/26/2019 City Council Approval: _____ Yes No

Date Permit Issued: _____ Comments: Form revised 09/25/2019.

Theatre Tulsa Second Line Parade

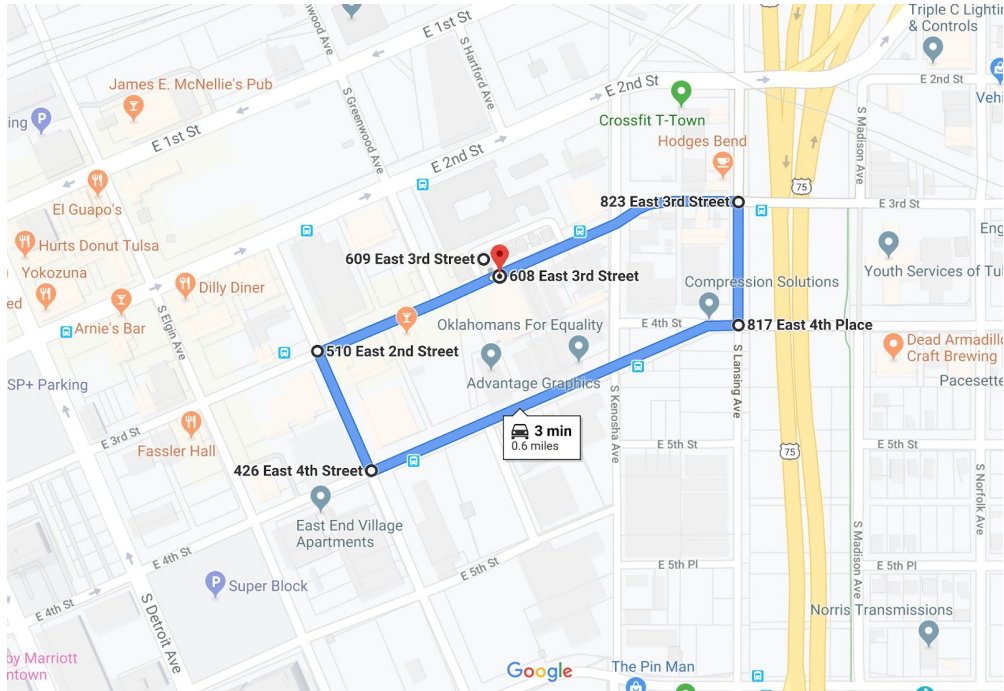
Street Closures and Parade Route

Saturday, October 5, 2019

Parade start time: 5:00pm Parade end time: 6:00pm

Street closure set up: 4:00pm Street closure dismantling: 6:15pm

Street opening: 7:00pm



<https://goo.gl/maps/1QACUXH9VrPyWY1j6>

Streets to be closed:

- E. 3rd St. between S. Frankfort Ave. and S. Lansing Ave.
- E. 4th St. between S. Frankfort Ave. and S. Lansing Ave.
- S. Frankfort Ave. between E. 3rd St. and E. 4th St.
- S. Lansing Ave. between E. 3rd St. and E. 4th St.
- S. Kenosha Ave. between E. 3rd St. and E. 4th St. / E. 4th Place
- E. 4th Place between S. Kenosha Ave. and E. 4th St.

Parade Route:

START: The Bond Center, 608 E. 3rd St.
Head east on E. 3rd St. toward S. Lansing Ave.
Right turn on to S. Lansing Ave. toward E. 4th St.
Right turn on to E. 4th St. toward S. Frankfort Ave.
Right turn on to S. Frankfort Ave. toward E. 3rd St.
Right turn on to E. 3rd St. toward The Bond Center, 608 E. 3rd St.
STOP: The Bond Center, 608 E. 3rd St.