



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: AFSP Out of the Darkness Tulsa Metro Walk Date(s) of Event: 10/5/2019
Location Address: 700 N GREENWOOD AVE E Council District(s): 1, 4
Event Description: The Out of the Darkness Community Walk is a journey of remembrance, hope, support, and a walk that unites a campus and community – a time to acknowledge the ways in which suicide and mental illness have affected our lives and our loved ones. #1 We will start on John Hope Franklin, turn right on Greenwood, turn right on Archer, turn right on Elgin stay in the square always on a sidewalk.

Event Category: Athletic/Recreation

Event Includes: Amplified Sound, Public Right of Way, Public Park, Sidewalk Closure

Anticipated Attendance: Total: 500 Per Day: 500

Anticipated Participants: Total: 250 Per Day: 400

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: OSU Website: http://tulsa.okstate.edu/

Chief Officer of Host Organization: Sarah Allen

Email and Phone: SAllen@afsp.org 469-989-8282

Applicant Name: Robin LeBlanc

Email and Phone: breakthesilencetulsa@yahoo.com 918-313-4113

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Robin LeBlanc Mobile: 918-313-4113

Billing Contact: American Foundation Suicide Prevention Phone: 918-313-4113

Billing Address: 5513 S. 70th E. Pl.
Tulsa OK 74145

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/05/2019 Time: 7:00 am
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA - There will be no street closure. We will use sidewalks only and have police officers on-site

Event Start: Date: 10/05/2019 Time: 8:00 am
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: NA - There will be no street closure. We will use sidewalks only and have police officers on-site

Run, Walk, Parade Start Time: 10:00 am
Daily Event Hours: 8:00 a.m. to Noon

Event End: Date: 10/05/2019 Time: Noon
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 10/05/2019 Time: Noon
Street Reopens after Event Teardown: Date: Time:

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: TBD

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

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): American Foundation for Suicide Prevention

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: 0

Performer/Band name and music type: NA

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:

Banners and signs to direct traffic to location

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Will have a clean up crew and have ran this walk for 11 years

Number of Trash Receptacles: 10

Number of Dumpsters: 2

Number of Recycling Containers: 4

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: No Street Closures

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: 09/04/2019 Date routed: 10/01/2019 Date for review: Email/Website

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: Form and map revised 10/01/2019.

Walk Route Map

Start/Finish Clockwise

