



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: The Wizarding Run

Date(s) of Event: Oct. 12, 2019

Location Address: 329 S BOSTON AVE E

Council District(s): 4

Event Description: We started the Wizarding Run in 2018 out of sheer love for all things witches and wizards! When we hosted the inaugural Wizarding Run in Joplin, MO, our goal was to bring a little magic into the city and provide a means for all magical loving people to come together and celebrate their love of the fantastical. Having had such an amazing experience in Joplin, we decided to take the magic on the road and bring it to other cities across the Midwest and East Coast. So, grab your wand, hop on your broom, and join us for the Wizarding Run. Take a magical journey through Tulsa with wizardly sights and sounds along the way. Distances include a 5K and a 1 Mile Fun Run. Costumes are highly encouraged

Event Category: Athletic/Recreation

Event Includes: Amplified Sound, Generator/Electricity, Public Right of Way, Public Park, Merchandise Sales, Sidewalk Closure, Street Closure

Anticipated Attendance: Total: 3000

Per Day: 3000

Anticipated Participants: Total: 2500

Per Day: 2500

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Event Management & Chip Timing

Website: https://localraces.com/wizardingrun/the-wizarding-run-tulsa

Chief Officer of Host Organization: Ashleigh Teeter

Email and Phone: ashleighrb5@gmail.com 417-540-6821

Applicant Name: James Krajsa

Email and Phone: james@ultramaxsports.com 573-445-2664

Professional Event Organizer: Same

Email and Phone:

On-site Contact: Ashleigh Teeter

Mobile: 417-540-6821

Billing Contact: Ultramax Sports

Phone: 573-445-2664

Billing Address: 7430 Highway 40
Columbia MO 65202

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/12/2019 Time: 8:00 am
Street Closure for Event Setup: Date: 10/12/2019 Time: 8:00 am
Street(s) to be Closed for Event Setup: Start/Finish Line - 3rd St between Cincinnati Ave and Detroit Ave

Event Start: Date: 10/12/2019 Time: 9:00 am
Street Closure for Event Start: Date: 10/12/2019 Time: 10:00 am
Street(s) to be Closed for Event Start: See Racecourse Map
1 Mile Fun Run Course - Close 10 a.m.
5K Racecourse - Close 10:30 a.m.

Run, Walk, Parade Start Time: 1 Mile Fun Run 10:30 am
5K Run 11:00 am
Awards 12:30am

Daily Event Hours: 9 am to 1 pm

Event End: Date: 10/12/2019 Time: 1 pm
Street Reopens after Event End: Date: 10/12/2019 Time: Noon
Event Teardown: Date: 10/12/2019 Time: 1 pm
Street Reopens after Event Teardown: Date: 10/12/2019 Time: 1 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: 3 Provider and Phone: Ultramax Sports (573) 445-2664
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: 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: Ultramax Sports (573) 445-2664

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

Parking Type: Parking Garage, Street, Paved Lot, Parking not available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): TBD

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: TBD

Total Number of Portable Toilets: 14 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 10/12/2019 Time: 8 am

Equipment Pickup: Date: 10/12/2019 Time: 1 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: 10:00 am

Finish Time: 1:00 pm

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

Speaker

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:

Fabric fencing, steel barricade, race banners

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Event staff will be responsible for the clean up of the race start and finish location. Waste receptacles will be provided in the expo (race area) as well as on the course near each aid station.

The type of waste will consist of paper and plastic cups. Our course crew will be monitoring cleanup throughout the course. All trash will be picked up and removed prior to our staff's departure.

Number of Trash Receptacles: 25

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: Ultramax Sports- (573) 291-6760

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: Want to confirm route and date. Will contact all relevant entities prior to event.

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: 04/02/2019 Date routed: 09/26/2019 Date for review: 10/02/2019

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

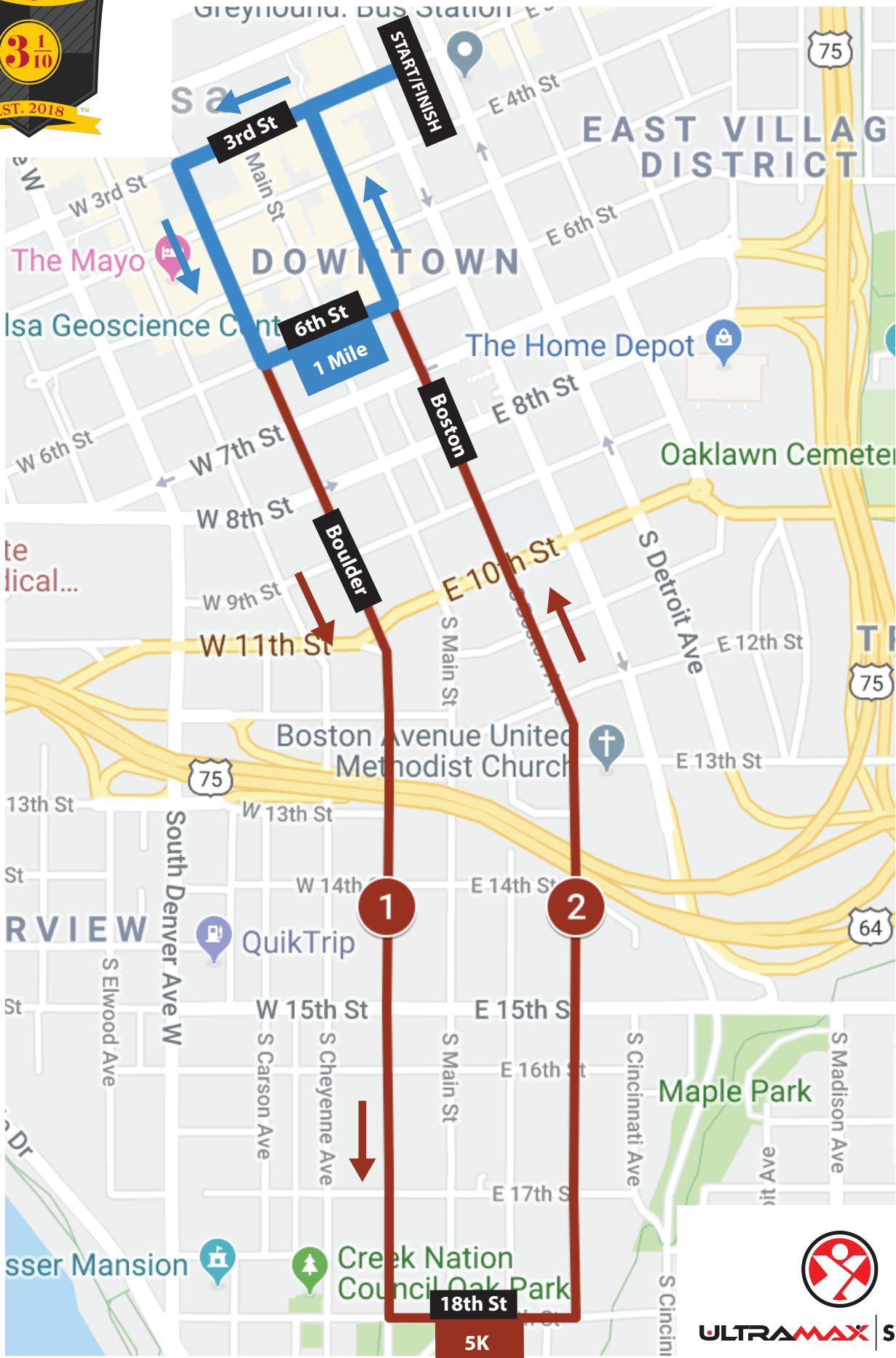
Date routed to Mayor: 09/26/2019 Mayor's Recommendation: _____ Yes No

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

Date Permit Issued: _____ Comments: Date & time change 06/12/2019. Contact revised 08/01/2019. Route verified 09/16/2019. Route changed 09/25/2019. Form revised 09/26/2019. May still use an alleyway within the course.



2019 Preliminary Course Maps - Option 1



ULTRAMAX SPORTS