



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Walk to Defeat ALS Date(s) of Event: October 26, 2019
Location Address: 111 E RECONCILIATION WAY N Council District(s): 4
Event Description: 1 mile walk to raise funds for and awareness of ALS
Event Category: Athletic/Recreation
Event Includes: Amplified Sound, Tent/Canopy, Public Right of Way, Public Park, Food Sales, No Parking, Signage, Street Closure
Anticipated Attendance: Total: 600 Per Day: 600
Anticipated Participants: Total: 650 Per Day: 650
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: ALS Association Oklahoma Website: http://web.alsa.org/
Chief Officer of Host Organization: Calaneet Balas
Email and Phone: cbalas@alsa-national.org 202-464-8655
Applicant Name: Sharon Catalano
Email and Phone: scatalano@alsa-national.org 918-607-7581
Professional Event Organizer: Same
Email and Phone:
On-site Contact: Sharon Catalano Mobile: 918-607-7581
Billing Contact: ALS Association Oklahoma Phone: 918-607-7581
Billing Address: ALS Association P.O. Box 14482
Tulsa OK 74159

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/26/2019 Time: 9:00 am
Street Closure for Event Setup: Date: 10/26/2019 Time: 12:30 pm
Street(s) to be Closed for Event Setup: Reconciliation Way between Boston Ave and MLK Jr. Blvd & Boston Ave from Reconciliation Way to Cameron Street under construction. Close Cameron Street between Boston Ave and MLK Jr Blvd.

Event Start: Date: 10/26/2019 Time: 1:00 pm
Street Closure for Event Start: Date: 10/26/2019 Time: 2:00 pm
Street(s) to be Closed for Event Start: See route map
Run, Walk, Parade Start Time: 2:30 pm
Daily Event Hours: 1:00 to 4:30 pm

Event End: Date: 10/26/2019 Time: 4:30 pm
Street Reopens after Event End: Date: 10/26/2019 Time: 3:30 pm

Event Teardown: Date: 10/26/2019 Time: 4:30 pm
Street Reopens after Event Teardown: Date: 10/26/2019 Time: 4:30 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 2
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 3 Number of Service Vendors: 3
Number of Tents/Canopies: TBD Provider and Phone: No larger than 10X20
ABCOTent Rentals (through Fly
Loft/Guthrie Green)
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: Tulsa Police Special Events Unit - Ron Neal
rneal@cityoftulsa.org and Chris Witt -
cwitt@cityoftulsa.org 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: 10/26/2019 Time: NA Equipment Pickup: Date: 10/26/2019 Time: NA

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

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

Parking Type: Street, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): NuMotion Foundation, Quantum, Permobil, Mitsubishi Tanabe Pharma America

Name of Park and Location, if applicable: Guthrie Green 111 E. Reconciliation Way

Drone: No

Portable Toilets: Provider and Phone: Guthrie Green

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 0

Performer/Band name and music type: Music playlist played over sound system

Sound Amplification: Yes

Start Time: 1:30

Finish Time: 4:30

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

Loud speakers with microphone

Sound checks conducted prior to the event: Yes

Start Time: 1:30

Finish Time: 1:45

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:

Signs and banners with sponsor and Walk information. Balloons and a runners start arch

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Clean up volunteers will ensure all trash is in receptacles and any loose items picked up and / or thrown away. On-site contact will do a final run through of the venue to ensure it is as when we arrived.

Number of Trash Receptacles: 10

Number of Dumpsters: 2

Number of Recycling Containers: 2

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Neighborhood Association

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: 07/24/2019 Date routed: 10/17/2019 Date for review: 10/23/2019

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 10/17/2019.

2019 Tulsa ALS Walk Route

