



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Toy Run Date(s) of Event: 12/1/19
Location Address: 700 N GREENWOOD AVE E Council District(s): 1, 4
Event Description: Toy ride to promote Christmas
Event Category: Police Escort
Event Includes: Public Right of Way, Lane Closure, Police Escort
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: Tulsa Dream Center Website: https://www.tulsadreamcenter.com/
Chief Officer of Host Organization: Aaron Johnson
Email and Phone: aj@tulsadreamcenter.org 918-430-9984
Applicant Name: Rhonda Settles
Email and Phone: rsettles@tulsadreamcenter.org 191-843-0998 x 4
Professional Event Organizer: Same
Email and Phone:
On-site Contact: Tim Newton Mobile: 918-051-0057
Billing Contact: TULSA DREAM CENTER Phone: 191-843-0998 x 4
Billing Address: 200 W 46 St N
Tulsa OK 74126

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 12/01/2019 Time: 1:00 pm
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: None--Staging in OSU-Tulsa East Parking Lot (700 N Greenwood)

Event Start: Date: 12/01/2019 Time: 2:00
Street Closure for Event Start: Date: 12/01/2019 Time: 1:55 pm
Street(s) to be Closed for Event Start: Police escort from OSU-Tulsa Campus; N on MLK Blvd, to Pine St; E on Pine St to Peoria Ave; N on Peoria Ave to 46th St N; W on 46th St N to 200 W (Tulsa Dream Center)

Run, Walk, Parade Start Time: 2:00 pm
Daily Event Hours: NA

Event End: Date: 12/01/2019 Time: 4:00 pm
Street Reopens after Event End: Date: 12/01/2019 Time: 2:30 pm

Event Teardown: Date: 12/01/2019 Time: 4:00 pm
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: Yes Fuel(s) to be used: Electric
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 | 918-586-6054 | Escort

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: Unpaved Lot, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Tulsa Dream Center, Tulsa Big Wheels and Car Club

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:

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Tulsa Dream Center volunteers will ride the route after the run to check for trash since no fliers will be given out nor marketing booths will be on the route.

Number of Trash Receptacles: 0

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable:

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Schools, Businesses, Places of Worship

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: 11/01/2019 Date routed: 11/14/2019 Date for review: 11/20/2019

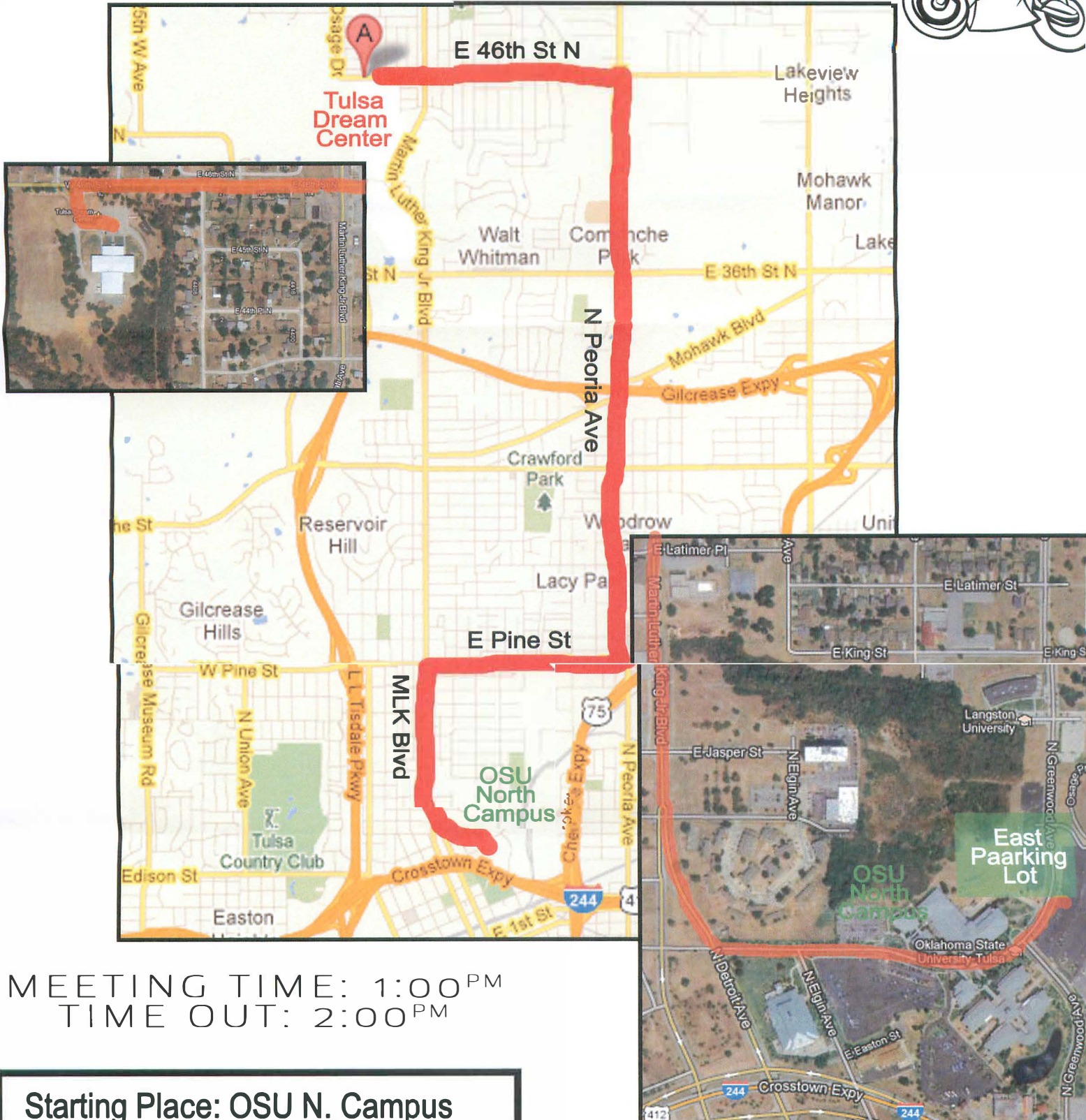
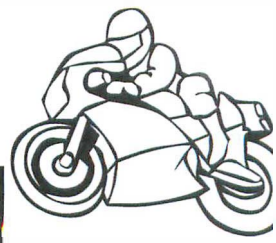
Special Events Committee Recommendation: 11/06/2019 Yes No

Date routed to Mayor: 11/14/2019 Mayor's Recommendation: _____ Yes No

Date routed to Council: 11/14/2019 City Council Approval: _____ Yes No

Date Permit Issued: _____ Comments: Form revised 11/14/2019

TULSA TOY RUN ROUTE



MEETING TIME: 1:00 PM
TIME OUT: 2:00 PM

Starting Place: OSU N. Campus
700 N. Greenwood
East Parking Lot
Ending: Tulsa Dream Center
200 W. 46th St. N.

