



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: Grocery & Christmas Gift Drive-Thru Giveaway      Date(s) of Event: December 19, 2020  
Location Address: 200 W 46TH ST N      Council District(s): 1  
Event Description: Christmas Drive-Thru Celebration; grocery giveaway; toy and gift giveaway. For our Grocery & Christmas Gift Drive-Thru Giveaway, we are requesting four reserve officers to assist with traffic control flow for about 1000 cars.

**Event Category:** Street, Lane, or Sidewalk Closure

**Event Includes:** Public Right of Way, Lane Closure, Street Closure

Anticipated Attendance: Total: 1000      Per Day: 1000

Anticipated Participants: Total: 1000      Per Day: 1000

Number of Events for Monthly Event: NA

### **Host Organization, Applicant and Professional Event Organizer Information**

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Host Organization: Tulsa Dream Center      Website: https://www.tulsadreamcenter.org/

Chief Officer of Host Organization: Katie Whitehead

Email and Phone: (918) 637-4505

Applicant Name: Star Williams

Email and Phone: swilliams@tulsadreamcenter.org 918-430-9984 x 3434

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Taryn Ferrell      Mobile: 620-515-4618

Billing Contact: Tulsa Dream Center      Phone: 918-430-9984 x 3434

Billing Address: 200 W 46TH ST N Tulsa County  
Tulsa OK 74106

## **Event Timeline and Lane/Street Closure Information**

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**Event Setup:** Date: 12/19/2020 Time: 7:00 am  
Street Closure for Event Setup: Date: 12/19/2020 Time: 7:00 am  
Street(s) to be Closed for Event Setup: Reserve officers at: 1.) E. 46th St. N. 2.) E. 49th St N. (traffic control only)  
3.) E. 50th Ct. N. (traffic control only) 4.) E. 56th St N.

**Event Start:** Date: 12/19/2020 Time: 8:00 am  
Street Closure for Event Start: Date: 12/19/2020 Time: 7:00 am  
Street(s) to be Closed for Event Start: Traffic control during Tulsa Dream Center (TDC) Christmas Celebration. Traffic Route Flow: Start at MLK Jr Blvd & E 46th St N traffic drives north to E 56th St N; Turns Left (West); Continues onto N Osage Dr; Turns Left (South); Drives to E 46th St N (East) Until TDC, 200 E 46th St N.

Run, Walk, Parade Start Time: 9:00 am  
Daily Event Hours: 9:00 am to 12:00 pm

**Event End:** Date: 12/19/2020 Time: 12:00 pm  
Street Reopens after Event End: Date: 12/19/2020 Time: 11:30 am

**Event Teardown:** Date: 12/19/2020 Time: 12:00 pm  
Street Reopens after Event Teardown: Date: 12/19/2020 Time: 11:30 am

## **Secondary Permits Required**

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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**

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Security and/or Police: Contact, Email and Phone: TPD Special Events Unit (918) 586-6054/6067

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: Parking not available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

**Sponsor and Other Event Information**

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Event Sponsor(s): NA

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**

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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**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: NA

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: Pending

**Avidavit of Applicant**

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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

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**For City of Tulsa Special Events Committee Use Only**

Date received: 12/03/2020      Date routed: 12/07/2020      Date for review: 12/16/2020

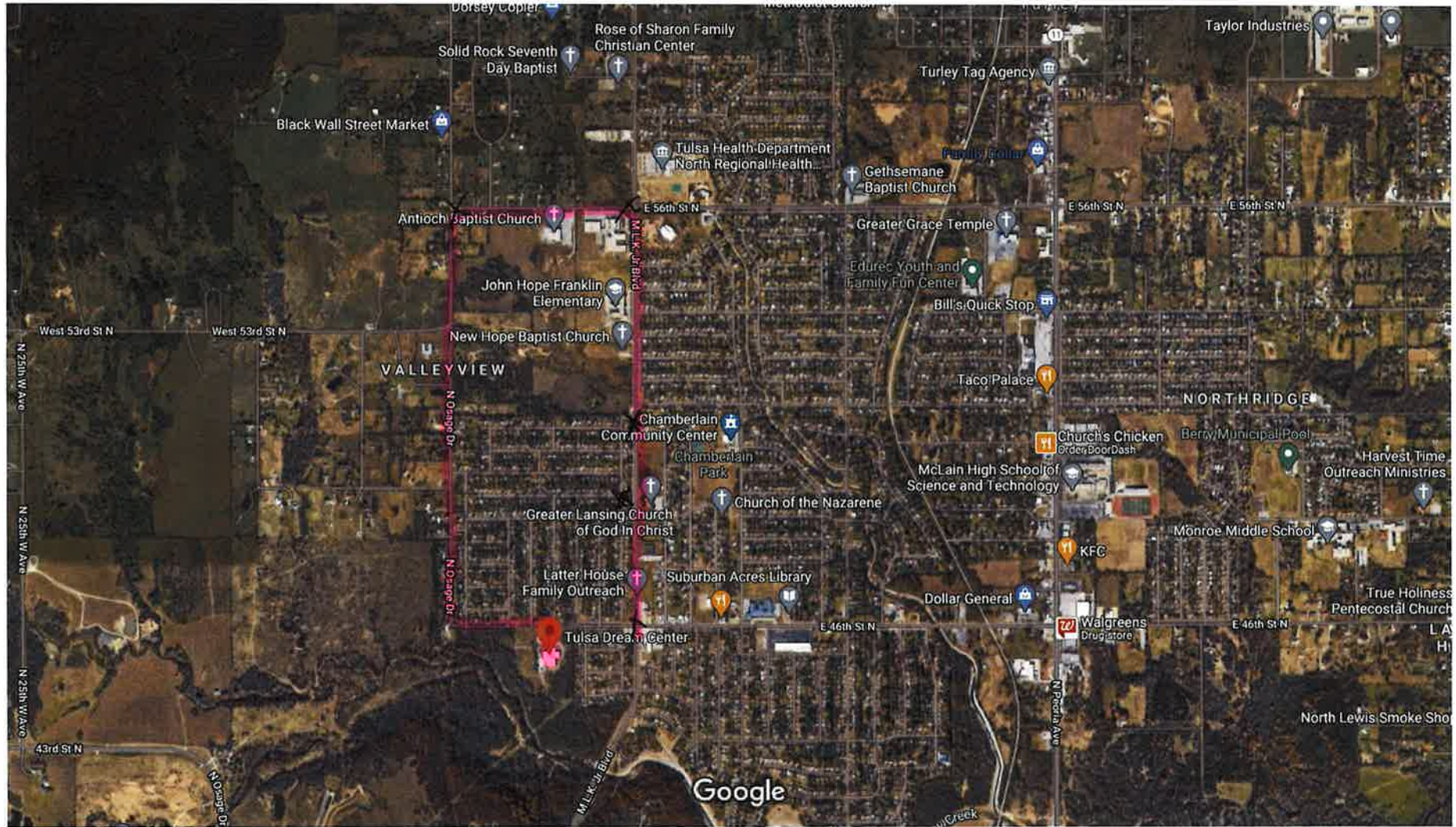
Special Events Committee Recommendation: \_\_\_\_\_  Yes  No

Date routed to Mayor: \_\_\_\_\_      Mayor's Recommendation: \_\_\_\_\_  Yes  No

Date routed to Council: \_\_\_\_\_      City Council Approval: \_\_\_\_\_  Yes  No

Date Permit Issued: \_\_\_\_\_      Comments: Form revised 12/06/2020. Permit will not be issued until all requested/required documents are uploaded into the portal.

# Google Maps Tulsa Dream Center



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