



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Glow on the Green Date(s) of Event: 12/3/2021
Location Address: 111 E RECONCILIATION WAY N Council District(s): 4
Event Description: Holiday event from 6pm-9pm
Event Category: Concert/Performance
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Private Park, Public Right of Way, Live Entertainment, No Parking Signage, Street Closure
Anticipated Attendance: Total: 4000 Per Day: 4000
Anticipated Participants: Total: 4000 Per Day: 4000
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Guthrie Green Website: www.guthriegreen.com
Chief Officer of Host Organization: Derek Combs
Email and Phone: derek@guthriegreen.com 918-671-9317
Applicant Name: Guthrie Green - Derek Combs
Email and Phone: derek@guthriegreen.com 918-671-9317
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Derek Combs Mobile: 918-671-9317
Billing Contact: Guthrie Green Phone: 918-671-9317
Billing Address: 111 E Reconciliation Way
Tulsa OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 12/03/2021 Time: 7am
Street Closure for Event Setup: Date: 12/03/2021 Time: 7am
Street(s) to be Closed for Event Setup: Reconciliation Way between Boston Ave & MLK Jr Blvd

Event Start: Date: 12/03/2021 Time: 6pm
Street Closure for Event Start: Date: 12/03/2021 Time: 7am
Street(s) to be Closed for Event Start: Reconciliation Way between Boston Ave & MLK Jr Blvd
Run, Walk, Parade Start Time: NA
Daily Event Hours: 6 to 9pm

Event End: Date: 12/03/2021 Time: 9pm
Street Reopens after Event End: Date: 12/03/2021 Time: 10pm
Event Teardown: Date: 12/03/2021 Time: 10pm
Street Reopens after Event Teardown: Date: 12/03/2021 Time: 10pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 1
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 40 Number of Service Vendors: 0
Number of Tents/Canopies: 0 Provider and Phone: ABCO (918) 583-6557
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: Owl Nite Security (918) 794-7003

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

Traffic Control Barricade Company: Contact, Email and Phone: In-house

Equipment Setup: Date: 12/03/2021 Time: 7am Equipment Pickup: Date: 12/03/2021 Time: 10pm

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

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

Parking Type: Parking Garage, Street, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Guthrie Green, OU Health, Bob Hurley

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

Drone: No

Portable Toilets: 0 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: 1

Number of Performers/Bands: 4

Performer/Band name and music type: DJ Doc Freeman
Double Treble
Clark Gibson
King Cabbage Brass Band

Sound Amplification: Yes

Start Time: 4pm

Finish Time: 9pm

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

Meyers speakers on stage

Sound checks conducted prior to the event: Yes

Start Time: 4pm

Finish Time: 5:30pm

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 on trusses on Reconciliation Way

Mitigation of Impact

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

Number of Trash Receptacles: 12

Number of Dumpsters: 2

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:

Businesses, Business Assn, Neighborhood Assn

Affidavit 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 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: 11/23/2021 Date routed: 11/23/2021 Date for review: 12/03/2021

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 TCP map revised 11/23/2021.

W Easton St

N Boulder Ave

N Main St

N Boston Ave

Date: Dec. 03, 2021 **Project:** Glow on the Green

Comments:
 Road Closure | 7 a.m. to 10 p.m.
 Event Hours | 6 to 9 p.m.
 Parking Lanes not Shown | Drawing not to Scale
 COT assumes no liability for accuracy or validity



Entrance Exit

M L King Jr Blvd

Public Parking @ the
 Parking Garage located @
 1st Street & Main Street.

N Detroit Ave

W Cameron St

Alley

Guthrie Green
 THE BENCH LAWN

E Cameron St

W Reconciliation Way

N Boulder Ave

N Main St

N Boston Ave

M L King Jr Blvd

E Reconciliation Way

N Detroit Ave

E Archer St

E Archer St