



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Marquette Field Day & Fun Run Date(s) of Event: May 13, 2022

Location Address: 1519 S Quincy AVE E Council District(s): 4

Event Description: One (1) mile fun run through the neighborhood and school field activities

Event Category: Athletic/Recreation

Event Includes: Amplified Sound, Public Right of Way, Private Property, Street Closure

Anticipated Attendance: Total: 500 Per Day: 500

Anticipated Participants: Total: 360 Per Day: 360

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Marquette Catholic School MHS Website: <https://marquetteschool.org/events>

Chief Officer of Host Organization: Elizabeth James

Email and Phone: gavliz2@gmail.com 918-851-8650

Applicant Name: Jon Lawrence

Email and Phone: mizzougrad@gmail.com 918-740-5771

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Jon Lawrence Mobile: 918-740-5771

Billing Contact: Jon Lawrence Phone: 918-740-5771

Billing Address: 9669 E 107TH ST S Bixby
Tulsa OK 74133

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/13/2022 Time: 8:00 am
Street Closure for Event Setup: Date: 05/13/2022 Time: 8:15 am
Street(s) to be Closed for Event Setup: Staging Area - Quincy Ave between 15th St and 16th St - 16th St between Quincy Ave and Rockford Ave

Event Start: Date: 05/13/2022 Time: 9:00 am
Street Closure for Event Start: Date: 05/13/2022 Time: 8:30 am
Street(s) to be Closed for Event Start: 16th St between Utica Ave and Peoria Ave - See course map
Run, Walk, Parade Start Time: 9:00 am
Daily Event Hours: Field Day - 8:00 am to 3:00 PM
Fun Run - 8:00 am to 11:45 am

Event End: Date: 05/13/2022 Time: 3:00 pm
Street Reopens after Event End: Date: 05/13/2022 Time: 11:45 am

Event Teardown: Date: 05/13/2022 Time: 3:00 pm
Street Reopens after Event Teardown: Date: 05/13/2022 Time: 3:00 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: 0 Provider and Phone: N/A
Number of Inflatables: 2 Provider and Phone: Jumpin Jiminy (918) 445-4679,
Number of Amusement Rides: 0 Provider and Phone: N/A
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: N/A,

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Contact, Email and Phone: TPD Special Events Units (918) 586-6054, TPD Operation Plan

Medical and/or First Aid Services: Contact, Email and Phone: EMSA (918) 596-3051, EMSA Medical Plan

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems (918) 425-4550, Traffic Control Plan

Equipment Setup: Date:05/13/2022 Time: 8:00 am Equipment Pickup: Date: 05/13/2022 Time: 3:00 pm

Crowd Management Fencing Company: Contact, Email and Phone: N/A

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

Parking Type: Street, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): Marquette Home & School Association

Name of Park and Location, if applicable: N/A

Drone: No

Portable Toilets: Provider and Phone: N/A

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: If inclement weather, then the event will take place on May 20, 2022.

8:00 am to 3:00 pm on Quincy Ave from 15th St to 16th St and 16th St between Quincy Ave and Rockford Ave for Field Day.

8:00 am to 11:45 am for the Fun Run which will include 16th St from Utica Ave to Peoria Ave. 16th St from Peoria Ave to Utica Ave closed from 8:30 am to 11:45 am.

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: Yes

Start Time: 9:00 AM

Finish Time: 11:45 am

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

Bull Horn to announce the start of the Fun Run

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

Describe hot air balloons, fire lanterns or similar devices used at event:

N/A

Describe the use of any signs, banners, decorations, or special lighting used at event:

An inflatable arch over the start line

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers will clean up the location

Number of Trash Receptacles: 2

Number of Dumpsters: 2

Number of Recycling Containers: 2

Cleanup Service Provider and Phone, if applicable: N/A

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Schools, Places of Worship

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: 01/29/2022 Date routed: 05/05/2022 Date for review: 05/11/2022

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 05/05/2022.

MARQUETTE SCHOOL 1 MILE FUN RUN – MAY 13, 2022



1. Start line. South on Quincy
2. Right turn, west on 16th St.
3. U turn just before Peoria, east on 16th St.
4. U turn just before Utica, west on 16th St.
5. Right turn, north on Quincy Ave.
6. Turn right into parking lot to finish.