



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: SNEAKER SOIREE Date(s) of Event: June 4, 2022  
Location Address: 2727 S ROCKFORD RD E Council District(s): 4  
Event Description: Sneaker Soirée is back! Philbrook is so excited to be partnering with Silhouette Sneakers & Art AGAIN for one of the hottest events of the year! Sneaker Soirée celebrates Black culture, businesses, artists, and more. We've partnered with several Black-owned businesses this year t bring back another unforgettable night in the Philbrook gardens.

Join us for a night of food by local Black-owned food trucks, raffles, live performances by St. Domonick and Ayilla, and a cash bar.

**Event Category:** Concert/Performance

**Event Includes:** Live Entertainment, No Parking Signage, Private Property

Anticipated Attendance: Total: 650 Per Day: 650

Anticipated Participants: Total: 0 Per Day: 0

Number of Events for Monthly Event: NA

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

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Host Organization: Philbrook Museum of Art Website: https://philbrook.org/

Chief Officer of Host Organization: Megan Nesbit

Email and Phone: mnesbit@philbrook.org 918-748-5332

Applicant Name: Philbrook Museum of Art - Amber Mays

Email and Phone: amays@philbrook.org 918-748-5312

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Amber Mays Mobile: 918-748-5312

Billing Contact: Philbrook Museum of Art Phone: 918-748-5312

Billing Address: 2727 S Rockford RD  
Tulsa OK 74114

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

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**Event Setup:** Date: 06/03/2022 Time: 9AM  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA

**Event Start:** Date: 06/04/2022 Time: 6:30PM  
Street Closure for Event Start: Date: Time:  
Street(s) to be Closed for Event Start: NA  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 6:30 to 11 p.m.

**Event End:** Date: 06/04/2022 Time: 11PM  
Street Reopens after Event End: Date: Time:

**Event Teardown:** Date: 06/04/2022 Time: 11PM  
Street Reopens after Event Teardown: Date: Time:

### ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 0  
Number of Food Trucks: 4  
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**

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Security and/or Police: Contact, Email and Phone: Todd Evans (918) 748-5320  
tevans@philbrook.org

Medical and/or First Aid Services: Contact, Email and Phone: Camilo Sanchez (918) 313-8779

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 Garage, Street, Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

**Sponsor and Other Event Information**

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Event Sponsor(s): OKC Thunder and Tulsa Remote

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: 1

Number of Performers/Bands: 2

Performer/Band name and music type: St. Domonick (hip hop/Rap) and Ayilla (R&B)

Sound Amplification: Yes

Start Time: 9pm

Finish Time: 10pm

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

TBD

Sound checks conducted prior to the event: Yes

Start Time: 5pm

Finish Time: 6pm

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:

Stage Lighting

**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: Clean up will began at 11pm. Rentals will be picked up and all museum equipment will be broken down and taken inside.

Number of Trash Receptacles: 10

Number of Dumpsters: 2

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Other entities

**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 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: 05/19/2022 Date routed: 06/02/2022 Date for review: Email Review

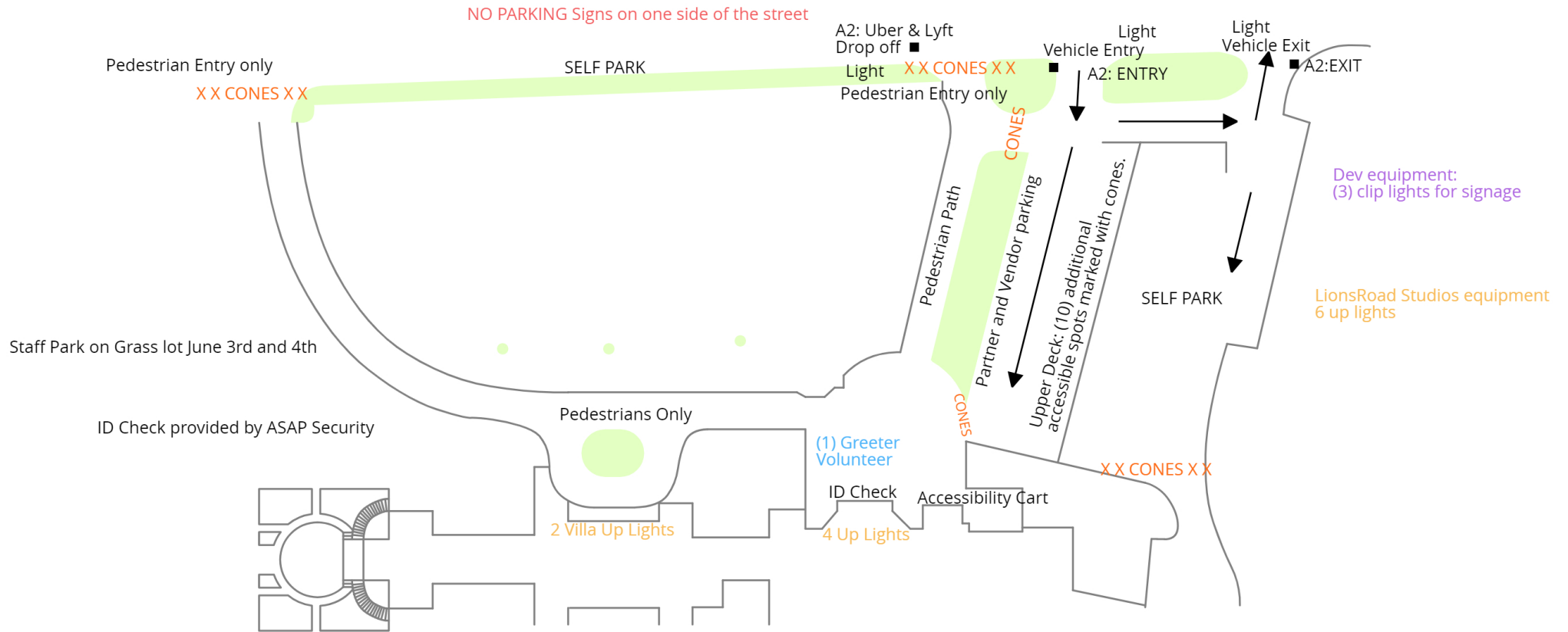
Special Events Committee Recommendation: \_\_\_\_\_  Yes  No

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

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

Date Permit Issued: \_\_\_\_\_ Comments: Form revised 06/02/2022.

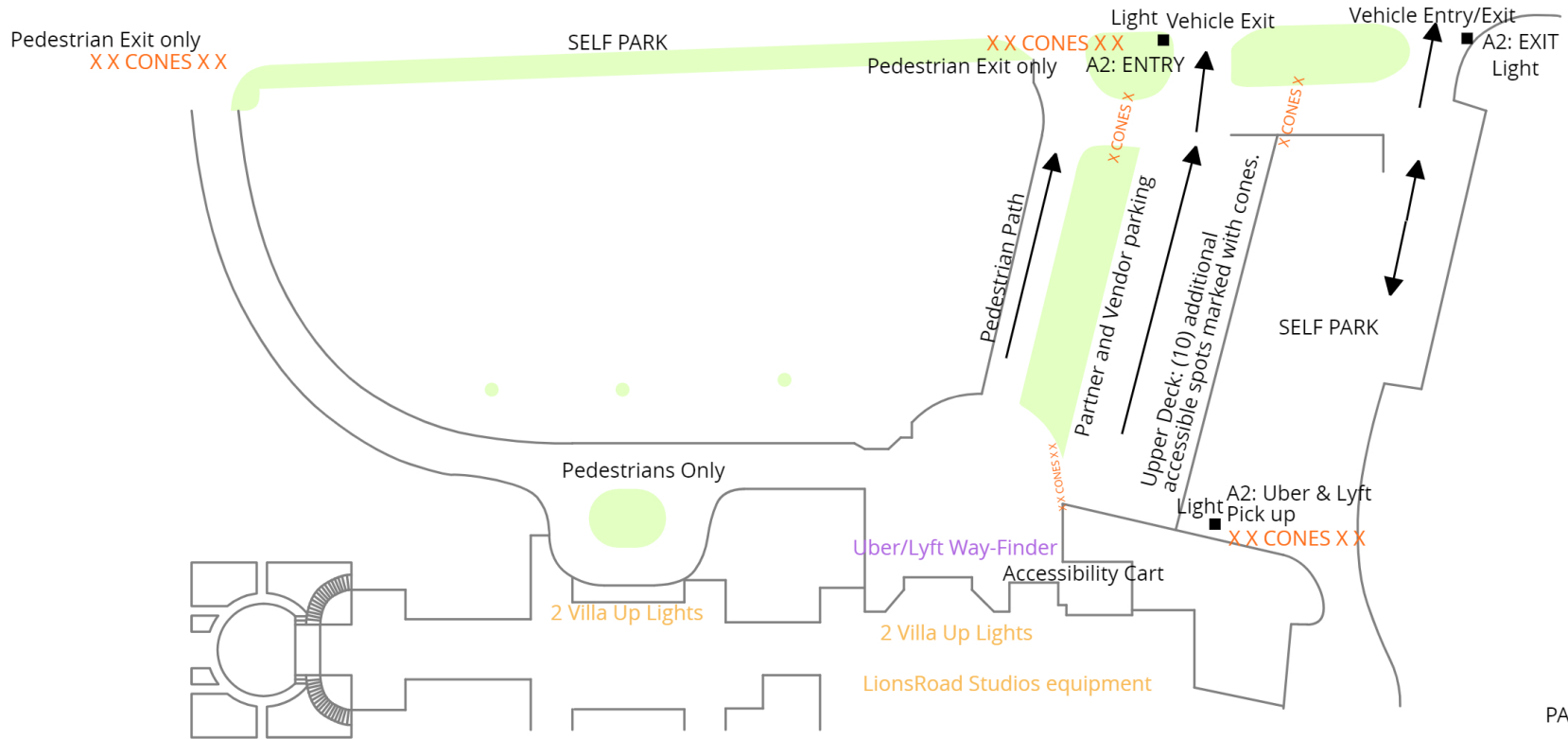
# SNEAKER SOIREE ARRIVAL PLAN



Jessica Upson (Guest Experience): Radio or 405-3238021  
 Amber Mays (Event Lead) Radio or 816-550-6178  
 Security: Radio or 918-748-5386



# SNEAKER SOIREE EXIT PLAN



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