



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: 2nd Annual HBCU BBQ Cook-out EventDate(s) of Event: July 23, 2022Location Address: 914 N GREENWOOD AVE ECouncil District(s): 1Event Description: Gathering of HBCU Alumni, students, and community, as well as Greenwood Famers Market**Event Category:** Concert/Performance**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Private Park, Public Right of Way, Lane Closure, Food Sales, Bicycle Lane, Merchandise Sales, Private PropertyAnticipated Attendance: Total: 1000Per Day: 1000Anticipated Participants: Total: 25Per Day: 25

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Historic Greenwood District Main Street Website: NAChief Officer of Host Organization: Bill WhiteEmail and Phone: hbcubbbq@gmail.com 918-964-3021Applicant Name: BILL WHITEEmail and Phone: bw3031@yahoo.com 918-964-3021

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Bill WhiteMobile: 918-964-3021Billing Contact: BILL WHITEPhone: 918-964-3021Billing Address: 913 NE Greenwood Ave
Tulsa OK 74106

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 07/23/2022 Time: 8:00 am
Street Closure for Event Setup: Date: 07/23/2022 Time: 4:00 pm
Street(s) to be Closed for Event Setup: NA - Parking lot across from Langston University for venue

Event Start: Date: 07/23/2022 Time: 8:00 am
Street Closure for Event Start: Date: 07/23/2022 Time: 4:00 pm
Street(s) to be Closed for Event Start: Bicycle Lane along Greenwood Ave near Langston University (914 N Greenwood Ave) for food trucks

Run, Walk, Parade Start Time: NA
Daily Event Hours: 5:00 - 11:00 pm

Event End: Date: 07/23/2022 Time: 11:00 pm
Street Reopens after Event End: Date: 07/23/2022 Time: 11:30 pm
Event Teardown: Date: 07/23/2022 Time: 11:00 pm
Street Reopens after Event Teardown: Date: 07/23/2022 Time: 11:30 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 10
Number of Food Trucks: 5
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal, Gas
Number of Item Vendors: 10 Number of Service Vendors: 2
Number of Tents/Canopies: TBD Provider and Phone: 10x10 vendor tents
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: NA

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

Traffic Control Barricade Company: Contact, Email and Phone: TBD

Equipment Setup: Date: 07/22/2022 Time: 5:00 pm Equipment Pickup: Date: 07/25/2022 Time: 08:00 am

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

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

Parking Type: Street, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Historic Greenwood District Main Street, 5Fist Review, Greenwood Farmers & Artisans Market, The Greenwood Experience

Name of Park and Location, if applicable: BS Roberts Park - 917 N Greenwood Ave

Drone: No

Portable Toilets: Provider and Phone: At Your Service (918) 272-0568

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: TBD

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: 4:00 pm

Finish Time: 11:00 pm

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

DJ

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:

Stage Banner

Mitigation of Impact

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

Number of Trash Receptacles: 6

Number of Dumpsters: 1

Number of Recycling Containers: 4

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Schools, Businesses, 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: 06/29/2022 Date routed: 07/13/2022 Date for review: 07/20/2022

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: Fees paid 07/13/2022. Form revised and map (draft) created 07/13/2022.

