



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Kendall Whittier Arts FestivalDate(s) of Event: Oct 15, 2022Location Address: 2205 E ADMIRAL BLVD NCouncil District(s): 4

Event Description: Kendall Whittier comes alive with local art vendors, gallery shows, food trucks, live music, interactive art and kids activities, creating an environment to enjoy and foster the arts for the whole family.

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Street Closure

Anticipated Attendance: Total: 2000Per Day: 2000Anticipated Participants: Total: 75Per Day: 75

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Kendall Whittier Main StreetWebsite: https://visitkendallwhittier.com/Chief Officer of Host Organization: Jessica JacksonEmail and Phone: jessica@visitkendallwhittier.com 918-633-1934Applicant Name: Kendall Whittier Main StreetEmail and Phone: jessica@visitkendallwhittier.com 918-633-1934Professional Event Organizer: Jessica JacksonEmail and Phone: jessica@visitkendallwhittier.com 918-633-1934On-site Contact: Jessica JacksonMobile: 918-633-1934Billing Contact: Kendall Whittier Main StreetPhone: 918-633-1934Billing Address: 2205 Admiral Blvd.
Tulsa OK 74110

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/15/2022 Time: 6am
Street Closure for Event Setup: Date: 10/15/2022 Time: 6am
Street(s) to be Closed for Event Setup: See Site and TCP Maps

Event Start: Date: 10/15/2022 Time: 10am
Street Closure for Event Start: Date: 10/15/2022 Time: 6am
Street(s) to be Closed for Event Start: Admiral Blvd between Yorktown Ave and Lewis Ave
Run, Walk, Parade Start Time: NA
Daily Event Hours: 10am-6pm

Event End: Date: 10/15/2022 Time: 6pm
Street Reopens after Event End: Date: 10/15/2022 Time: 8pm
Event Teardown: Date: 10/15/2022 Time: 6pm
Street Reopens after Event Teardown: Date: 10/15/2022 Time: 8pm

Secondary Permits Required

Beer Sales, Alcohol Sales: High point beer sales
Number of Food Vendors: 0
Number of Food Trucks: 8
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 75 Number of Service Vendors: 0
Number of Tents/Canopies: 75 10X10 Provider and Phone: Most tents are vendor owned, some provided by ABCO Party Rentals (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: Tim O'Keefe (retired police) - (918) 697-8348

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

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

Equipment Setup: Date: 10/15/2022 Time: 6am Equipment Pickup: Date: 10/15/2022 Time: 8pm

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

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

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Fowler Automotive

Name of Park and Location, if applicable: NA

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: 10/15/2022 Time: 8am

Equipment Pickup: Date: 10/17/2022 Time: 8am

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 6

Performer/Band name and music type: Mixed genres

Sound Amplification: Yes

Start Time: 10am

Finish Time: 6pm

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

Standard Band and Speaker Equipment

Sound checks conducted prior to the event: Yes

Start Time: 9am

Finish Time: 10am

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 lights and banners

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Staff and volunteers will clean as needed

Number of Trash Receptacles: 6

Number of Dumpsters: 0

Number of Recycling Containers: 2

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Businesses

Avidavit 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: 08/31/2022 Date routed: 09/22/2022 Date for review: 09/28/2022

Special Events Committee Recommendation: _____ Yes No

Date routed to Mayor: _____ Mayor's Recommendation: _____ Yes No

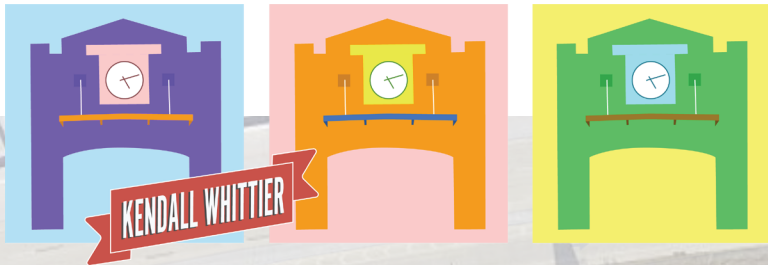
Date routed to Council: _____ City Council Approval: _____ Yes No

Date Permit Issued: _____ Comments: Form and TCP map revised 09/22/2022.

Date: Oct. 15, 2022 **Project:** Kendall Whittier Art Festival

Comments:
 Road Closure: 6 a.m. to 8 p.m.
 Event Hours: 10 a.m. to 6 p.m.
 Parking/Bike Lanes not Shown | Drawing not to Scale
 COT assumes no liability for accuracy or validity





ARTS FESTIVAL

October 15
10 a.m. to 6 p.m.
Kendall Whittier



Stage

Tables/
chairs

Live Graffiti Art

THE STUDIO

Philbrook Kids Zone

Green Room

Guitar Technical Services

Screen print

Second Wind Bike Parking

Heirloom Rustic Ales

Craft Show

Ritual Electric
Tattoo shop

This Land Store
Gift shop

Ziegler Art Supplies
Art supply store

Tulsa Girls Art School

Addis Ceramics
Pottery store

Four. Seven. Three

Whitty Books
Book store

TNT Wangs

FireThief Productions

Calaveras Mexican Grill
Temporarily closed

The Batman Morbus

Circle Cinema

Chamber Music Tulsa

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