



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Guthrie Green December Events Date(s) of Event: Dec. 2, 3, 2022
 Location Address: 111 E RECONCILIATION WAY N Council District(s): 4
 Event Description: See schedule
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Generator/Electricity, Private Park, Public Right of Way, Food Sales, Merchandise Sales, No Parking Signage, Street Closure
 Anticipated Attendance: Total: 1000 Per Day: 500
 Anticipated Participants: Total: 20 Per Day: 10
 Number of Events for Monthly Event: 2

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: Same
 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: 12/02/2022 Time: 6pm

Street Closure for Event Setup: Date: 12/02/2022 Time: 7am

Street(s) to be Closed for Event Setup: See Schedule and Map

Event Start: Date: 12/02/2022 Time: 6pm

Street Closure for Event Start: Date: 12/02/2022 Time: 7am

Street(s) to be Closed for Event Start: Closing Reconciliation Way / Parking on West side of MLK Jr Blvd / 4 spots on East side of Boston Ave / 3 parallel spots on Cameron Ave

Run, Walk, Parade Start Time: NA

Daily Event Hours: See Schedule

Event End: Date: 12/03/2022 Time: 9pm

Street Reopens after Event End: Date: 12/04/2022 Time: 12am

Event Teardown: Date: 12/03/2022 Time: 10pm

Street Reopens after Event Teardown: Date: 12/04/2022 Time: 12am

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable

Number of Food Vendors: 0

Number of Food Trucks: 15

Food Cooked on-site: No Fuel(s) to be used:

Number of Item Vendors: 30 Number of Service Vendors: 0

Number of Tents/Canopies: 35 10X10 Provider and Phone: Vendor Owned

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 (918) 793-7003

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

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, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): GGP Parks

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

Drone: No

Portable Toilets: Provider and Phone: NA

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

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: Varies

Finish Time: Varies

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

Varies

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:

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Janitorial/ Dumpster on site

Number of Trash Receptacles: 12

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: Berry Brothers Janitorial (620) 278-6005

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Business 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: 11/17/2022 Date routed: 11/21/2022 Date for review: 11/30/2022

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 11/21/2022

Guthrie Green Events - December 2022

Separate Permits						Blue	
Road Closure						Green	
Date	Event Time	Name of Event	Estimated Attendance	Street Closed	Street Open	Closure Location	Event Description
12/2/2022	6pm-9pm	Glow on the Green	500+	7am	12am	Closing Reconciliation Way / Parking on West side of MLK Jr Blvd / 4 spots on East side of Boston Ave / 3 parallel spots on Cameron Ave	Food Trucks & Light Amplified Music
11/3/2022	6pm-9pm	Art Alliance Tulsa	500+	7am	12am	Closing Reconciliation Way / Parking on West side of MLK Jr Blvd / 4 spots on East side of Boston Ave / 3 parallel spots on Cameron Ave	Food Trucks & Light Amplified Music

W Easton St

N Boulder Ave

N Main St

N Boston Ave

Date: Varies 2022 **Project:** Reconciliation Way Closure

Comments:
 Road Closure | 7 a.m. to 10 p.m. (Subject to Change)
 Event Hours | Varies each event (See Schedule)
 Parking/Bike Lanes not Shown | Drawing not to Scale
 COT assumes no liability for accuracy or validity



P

Event Field

P

Cain's
SINCE 1974
BALLROOM
TULSA

Entrance Exit

P

Oklahoma's Own™
GRIFFIN COMMUNICATIONS

P

M L King Jr Blvd



P

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

GYPSY

P

N Detroit Ave

W Cameron St

CLUB 209
-THE ARTS BAR-

Alley

HUNT CLUB
SINCE 1906
VANGUARD
Sutton Custom Shop
CHIMERA

THE TAVERN

Alley

SPECIAL EVENT AHEAD

CAZ'S

Guthrie Green
THE BRUSH LAWN

ROAD CLOSED

SPECIAL EVENT AHEAD

E Cameron St

WPX Energy Headquarters

ROAD CLOSED AHEAD

SPECIAL EVENT AHEAD

W Reconciliation Way

N Boulder Ave

N Main St

N Boston Ave

Julio Tomasco's
Mexicali
BORDER CAFE
A Tulsa Tradition

P

46

Bench Park

SPECIAL EVENT AHEAD

FAIRFIELD INN & SUITES
Marriott

ROAD CLOSED AHEAD

ENTER

SPECIAL EVENT AHEAD

ROAD CLOSED

ROAD CLOSED

P

SPECIAL EVENT AHEAD

M L King Jr Blvd

E Reconciliation Way

P

SPECIAL EVENT AHEAD

N Detroit Ave

E Archer St

E Archer St