



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Greenwood Food Truck Park Date(s) of Event: July 21, 2023

Location Address: Start: 201 N Elgin - 9 parking stalls on Archer St & Greenwood Ave Council District(s): 1  
End: 201 N Elgin - 9 parking stalls on Archer St & Greenwood Ave

Event Description: Food Truck Event

**Event Category:** Street, Lane, or Sidewalk Closure

**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Food Sales, Merchandise Sales, No Parking Signage, A lunch time food truck event

Anticipated Attendance: Total: 200 Per Day: 200

Anticipated Participants: Total: 0 Per Day: 0

Number of Events for Monthly Event: No

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

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Host Organization: Historic Greenwood District Main Street Website: <https://m.facebook.com/greenwoodmainstreet/>

Chief Officer of Host Organization: Bill White

Email and Phone: bill@historicgreenwooddistrict.com 918-964-3021

Applicant Name: Bill White

Email and Phone: bill@historicgreenwooddistrict.com 918-964-3021

Professional Event Organizer:

Email and Phone:

On-site Contact: Bill White Mobile: 918-964-3021

Billing Contact: Historic Greenwood District Main Street Phone: 918-964-3021

Billing Address: PO Box 481015  
Tulsa, OK 74148

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

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**Event Setup:** Date: 07/21/2023 Time: 10:00 am  
Street Closure for Event Setup: Date: 07/21/2023 Time: 8:00 am  
Street(s) to be Closed for Event Setup: NA - Parking Spaces Only  
**Event Start:** Date: 07/21/2023 Time: 11:00 AM  
Street Closure for Event Start: Date: 07/21/2023 Time: 8:00 am  
Street(s) to be Closed for Event Start: NA - Parking Spaces Only  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 11:00 am - 5:00 pm  
**Event End:** Date: 07/21/2023 Time: 5:00 pm  
Street Reopens after Event End: Date: 07/21/2023 Time: 6:00 pm  
**Event Teardown:** Date: 07/21/2023 Time: 5:00 pm  
Street Reopens after Event Teardown: Date: 07/21/2023 Time: 6:00 pm

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 1  
Number of Food Trucks: 2  
Food Cooked on-site: Yes Fuel(s) to be used: Gas  
Number of Item Vendors: 1 Number of Service Vendors: 0  
Number & Sizes of Tents: 0 Provider and Phone: NA  
Number of Inflatables: No 0 Provider and Phone: NA  
Number of Amusement Rides: No 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: Yes Contact, Email and Phone: Donnie Johnson (918) 810-1538, dnapartolreports@gmail.com

Medical and/or First Aid Services: No Contact, Email and Phone: NA

Traffic Control Barricade Company: Yes Contact, Email and Phone: Action Supply (918) 234-8222, charlie@actionsafetysupply.com,

Equipment Setup: Date: 07/17/2023 Time: 08:00 am Equipment Pickup: Date: 07/24/2023 Time: 12:00 pm

Crowd Management Fencing Company: No 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**

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Event Sponsor(s): Historic Greenwood District Main Street, 5Fist Review, Eat36StN, GKFF,

Park: No Name of Park and Location: NA

Drone: No

Portable Toilets: No 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 Event Information: NA

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: DJ under Osage Pavilion - Driller Stadium

Sound Amplification: Yes

Start Time: 11:00 am

Finish Time: 5:00 pm

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

DJ Equipment

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

NA

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

NA

**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: Soliciting volunteers to pick up any trash

Number of Trash Receptacles: 2

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Residents, Neighborhood Assn, Business Assn, Businesses

If not presented, please explain:

**Affidavit 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 of 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: 06/24/2023      Date routed: 07/10/2023      Date for review: 07/12/2023

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

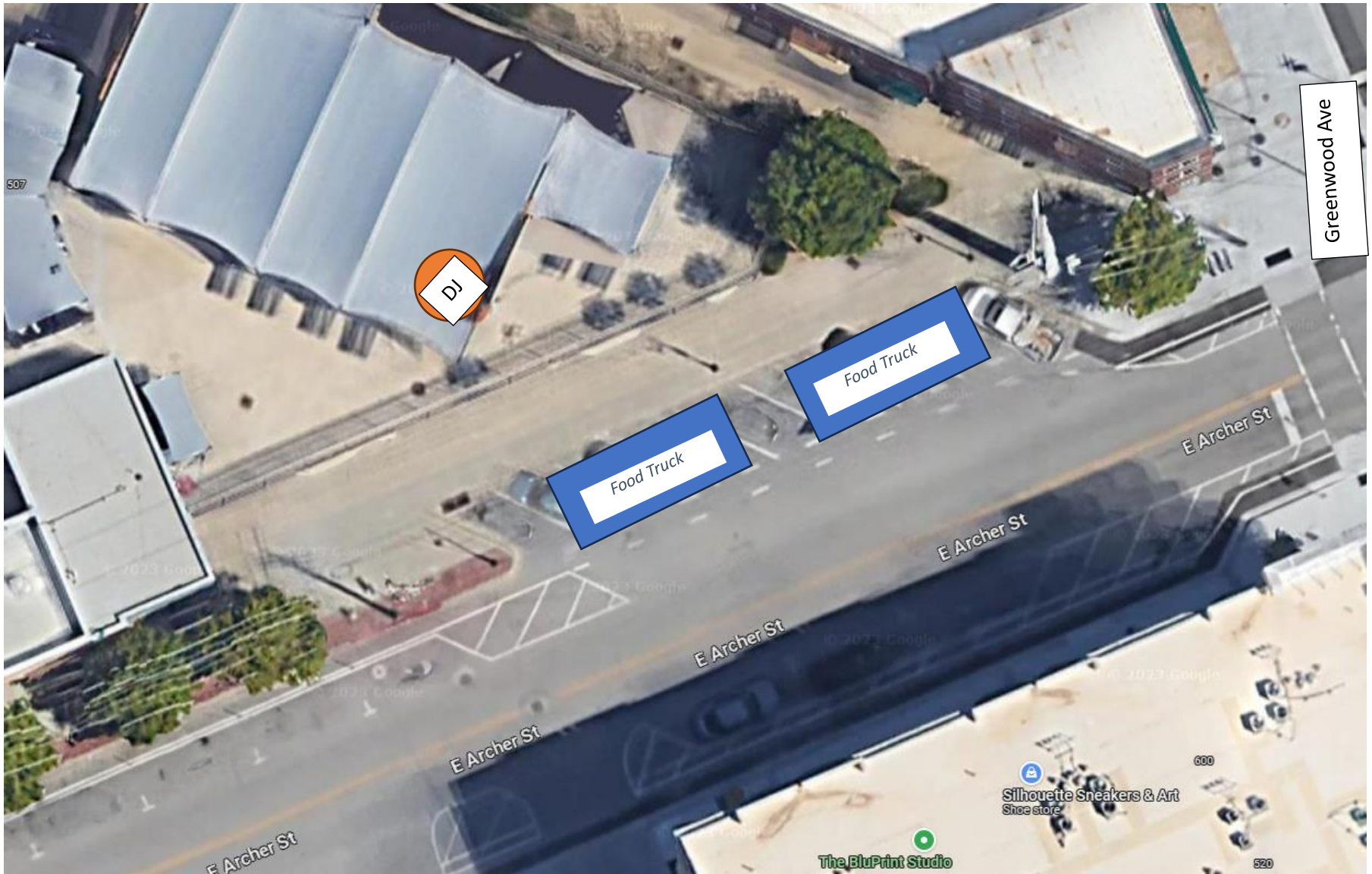
Date routed to Mayor: \_\_\_\_\_      Mayor's Recommendation: Yes  No  \_\_\_\_\_

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

Date Permit Issued: \_\_\_\_\_      Comments: SEC meeting 07/12/2023

Application revised and site map attached 07/09/2023.

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Greenwood Ave

DJ

Food Truck

Food Truck

Silhouette Sneakers & Art  
Shoe store

The BluPrint Studio