



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Spreading Hope Back 2 School Bash for Children Date(s) of Event: August 19, 2023

Location Address: Start: 1100 N Greenwood Ave (Latimer Pl) Council District(s): 1  
 End: 800 N Greenwood Ave (N driveways of OSU-Tulsa parking lot A & B)

Event Description: This is a Back 2 School Bash for children with Unique Needs. We will be giving out backpacks, community vendors, music and games. The event will be at BS Roberts Park and Langston University. We will need the street blocked off partially.

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Generator/Electricity, Public Right of Way, Public Park, Live Entertainment, Private Property, Street Closure

Anticipated Attendance: Total: 1200 Per Day: 1200

Anticipated Participants: Total: 1200 Per Day: 1200

Number of Events for Monthly Event: No

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

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Host Organization: Supporters of Families with Sickle Cell Disease, Inc. Website: https://sicklecelloklahoma.org/

Chief Officer of Host Organization: Jeremiah Watts

Email and Phone: jeremiahwatts@att.net 918-619-6174

Applicant Name: Jeremiah Watts

Email and Phone: jeremiahwatts@att.net 918-619-6174

Professional Event Organizer:

Email and Phone:

On-site Contact: Jeremiah Watts Mobile: 918-408-1468

Billing Contact: Supporters of Families with Sickle Cell Disease, Inc. Phone: 918-619-6174

Billing Address: 691293 P O Box  
Tulsa, OK 74126

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

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**Event Setup:** Date: 08/19/2023 Time: 9:00am  
Street Closure for Event Setup: Date: 08/19/2023 Time: 9:00am  
Street(s) to be Closed for Event Setup: Greenwood Ave between Latimer Pl and the north driveways of the OSU North and East parking lots (Lots A & B)

**Event Start:** Date: 08/19/2023 Time: 11:00am  
Street Closure for Event Start: Date: 08/19/2023 Time: 9:00am  
Street(s) to be Closed for Event Start: Greenwood Ave between Latimer Pl and the north driveways of the OSU North and East parking lots (Lots A & B)

Run, Walk, Parade Start Time: N/A  
Daily Event Hours: 11:00am-2:00pm

**Event End:** Date: 08/19/2023 Time: 2:00pm  
Street Reopens after Event End: Date: 08/19/2023 Time: 3:00pm

**Event Teardown:** Date: 08/19/2023 Time: 2:00pm  
Street Reopens after Event Teardown: Date: 08/19/2023 Time: 3:00pm

## **Secondary Permits Required**

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 0  
Number of Food Trucks: 0  
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal  
Number of Item Vendors: 0 Number of Service Vendors: 40  
Number & Sizes of Tents: 40 - 10x10 Provider and Phone: Provided by service vendors  
Number of Inflatables: Yes 3 Provider and Phone: Jumpman Party Rentals, LLC (91(918) 446-2323)  
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: TCSO Justin Green (918) 607-9372, justin.green@tcsso.org

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA (918) 596-3055 and Black Nurses of Langston

Traffic Control Barricade Company: Yes Contact, Email and Phone: RoadSafe Traffic Systems (918) 425-4552

Equipment Setup: Date: 08/19/2023 Time: 8:00am Equipment Pickup: Date: 08/19/2023 Time: 2:00pm

Crowd Management Fencing Company: No Contact, Email and Phone: NA

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Parking Type: 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): Supporters of Families with Sickle Cell Disease

Park: Yes Name of Park and Location: BS Roberts Park and Langston University, 914 N Greenwood Ave

Drone: No

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

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 08/18/2023 Time: TBD

Equipment Pickup: Date: 08/19/2023 Time: 2:00pm

Other Event Information: NA

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: TBD

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: 9:00am

Finish Time: 2:00pm

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

Speakers and mics

Sound checks conducted prior to the event: Yes

Start Time: 8:30am

Finish Time: 9:00am

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: Yes Describe:

Banner hung up on poles

**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: Trash can will be provided. Organization staff will cleanup after event.

Number of Trash Receptacles: 4

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Residents, Schools

If not presented, please explain: NA

**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: 04/12/2023      Date routed: 07/25/2023      Date for review: 08/09/2023

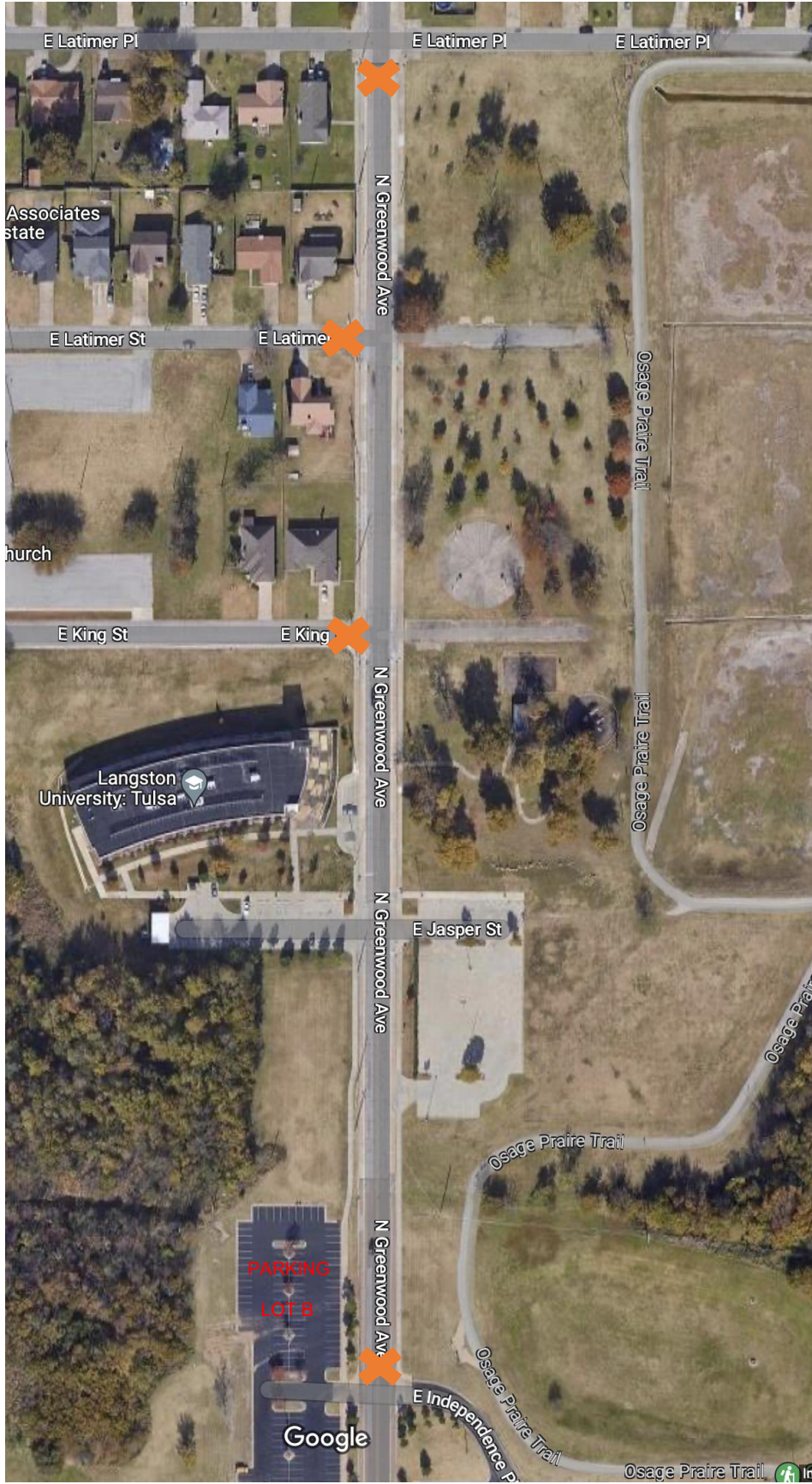
Special Events Committee Recommendation: \_\_\_\_\_      Yes  No  \_\_\_\_\_

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

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

Date Permit Issued: \_\_\_\_\_      Comments: SEC meeting 07/26/2023. Mayor agenda 08/02/2023. City Council 08/09/2023. Fees paid 06/20/2023. Application (incomplete) revised 07/25/2023. TCP map pending 07/25/2023.

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www.osu-tulsa.okstate.edu

