



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Art in BloomDate(s) of Event: April 5, 6, 7, 2024Location Address: Start: 2727 S Rockford Rd
End: 2727 S Rockford RdCouncil District(s): 4Event Description: Art in Bloom returns to bring you a weekend of wonder. See Philbrook through the creative eyes of floral designers. Art in Bloom is a museum-wide experience that features stunning structures made by local floral designers, inspired by the architecture and art of Philbrook.Event Category: Festival/CelebrationEvent Includes: Beer/Alcohol Sales, Public Right of Way, Food Sales, Merchandise Sales, No Parking Signage, Private PropertyAnticipated Attendance: Total: 5250Per Day: 1750Anticipated Participants: Total: 0Per Day: 0Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Philbrook Museum of ArtWebsite: http://www.philbrook.org/Chief Officer of Host Organization: Jay JamisonEmail and Phone: jjamison@philbrook.org 918-748-5361Applicant Name: Cristen BurdellEmail and Phone: cburdell@philbrook.org 918-770-1250

Professional Event Organizer:

Email and Phone:

On-site Contact: Cristen BurdellMobile: 918-770-1250Billing Contact: Revenue Projects ProducerPhone: 918-770-1250Billing Address: 2727 S ROCKFORD RD E
Tulsa, OK 74114

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 04/04/2024 Time: 9:00am
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA - Reserving Parking Spaces Only

Event Start: Date: 04/05/2024 Time: 9:00am
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: NA - Reserving Parking Spaces Only
Run, Walk, Parade Start Time: NA
Daily Event Hours: 9:00am - 5:00pm

Event End: Date: 04/07/2024 Time: 5:00pm
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 04/07/2024 Time: 9:00am-5:00pm
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Wine Sales, Alcohol (Spirits) Sales, Beer Sales
Number of Food Vendors: 0
Number of Food Trucks: 2
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 1 10x10 at entrance (if it's a sunny day!) Provider and Phone: Philbrook owned
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

Security and/or Police: Yes Contact, Email and Phone: Philbrook Security (918) 748-5386

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

Traffic Control Barricade Company: No Contact, Email and Phone: NA

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

Crowd Management Fencing Company: No 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): Philbrook Museum of Art

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: See maps.

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: No

Start Time:

Finish Time:

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

NA

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: Yes Describe:

Banner on Philbrook front gate

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Philbrook custodial and operations support

Number of Trash Receptacles: 30

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Residents, Neighborhood Assn

If not presented, please explain:

NA

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 of 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: 02/16/2024 Date routed: 03/19/2024 Date for review: 03/27/2024

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 03/20/2024.

Place 72 hours in advance of event





Parking Signage

Art in Bloom

Staff Parking

Google





