



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Fowler Automotive Presents: Napoleon Dynamite Date(s) of Event: May 24, 2024

Location Address: Start: 2727 S Rockford Rd Council District(s): 4
End: 2727 S Rockford Rd

Event Description: Join us as we kick off the season, Rex Kwon Do style, with crowd favorite, Napoleon Dynamite! Arrive early for pre-show activities and picnicking on the Film Lawn.

Hone your liger drawing skills or sketch a portrait of your date at our art station. Take a selfie at Deb's Glamour Shots or show off those sweet dance moves you've been practicing from D'Kwon's Dance Grooves. Get "tattooed" with face painting by Kaitie B. (Vote for Pedro!) or, if you're freakin' starved, there will be tots (and more) served at the visiting Food Trucks.

Put on your parachute pants, "real big" sleeves, or "incredible" suit for our costume contest – there will be some sweet prizes for winners. LUCKY!

Event Category: Miscellaneous

Event Includes: Amplified Sound, Beer/Alcohol Sales, Public Right of Way, Food Sales, No Parking Signage, Private Property

Anticipated Attendance: Total: 600 Per Day: 600

Anticipated Participants: Total: 0 Per Day: 0

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Philbrook Museum of Art Website: http://www.philbrook.org/

Chief Officer of Host Organization: Jay Jamison

Email and Phone: jjamison@philbrook.org 918-748-5361

Applicant Name: Cristen Burdell

Email and Phone: cburdell@philbrook.org 918-770-1250

Professional Event Organizer:

Email and Phone:

On-site Contact: Cristen Burdell Mobile: 918-770-1250

Billing Contact: Revenue Projects Producer Phone: 918-770-1250

Billing Address: 2727 S ROCKFORD RD E
Tulsa, OK 74114

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/24/2024 Time: 5:00pm
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 05/24/2024 Time: 6:00pm
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: NA
Run, Walk, Parade Start Time: NA
Daily Event Hours: 6:00 - 10:30pm

Event End: Date: 05/24/2024 Time: 10:30pm
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 05/24/2024 Time: 10:30pm
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 4
Number of Food Trucks: 4
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 Tent 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 Onsite Security - security@philbrook.org (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, Unpaved Lot, 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

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: 6:00pm: Check-in begins. For Reserved Spots: Arrive with your entire group check-in.
6-8:45pm: Ongoing picnicking & fun activities
8:45pm (dusk): Film Begins
10:10pm: Film Concludes
See Map(s)

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 8:30pm

Finish Time: 10:10pm

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

Film Speakers - In-house 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

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

Number of Trash Receptacles: 5

Number of Dumpsters: 2

Number of Recycling Containers: 1

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Business 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: 04/22/2024 Date routed: 05/1 /2024 Date for review: 05/20/2024

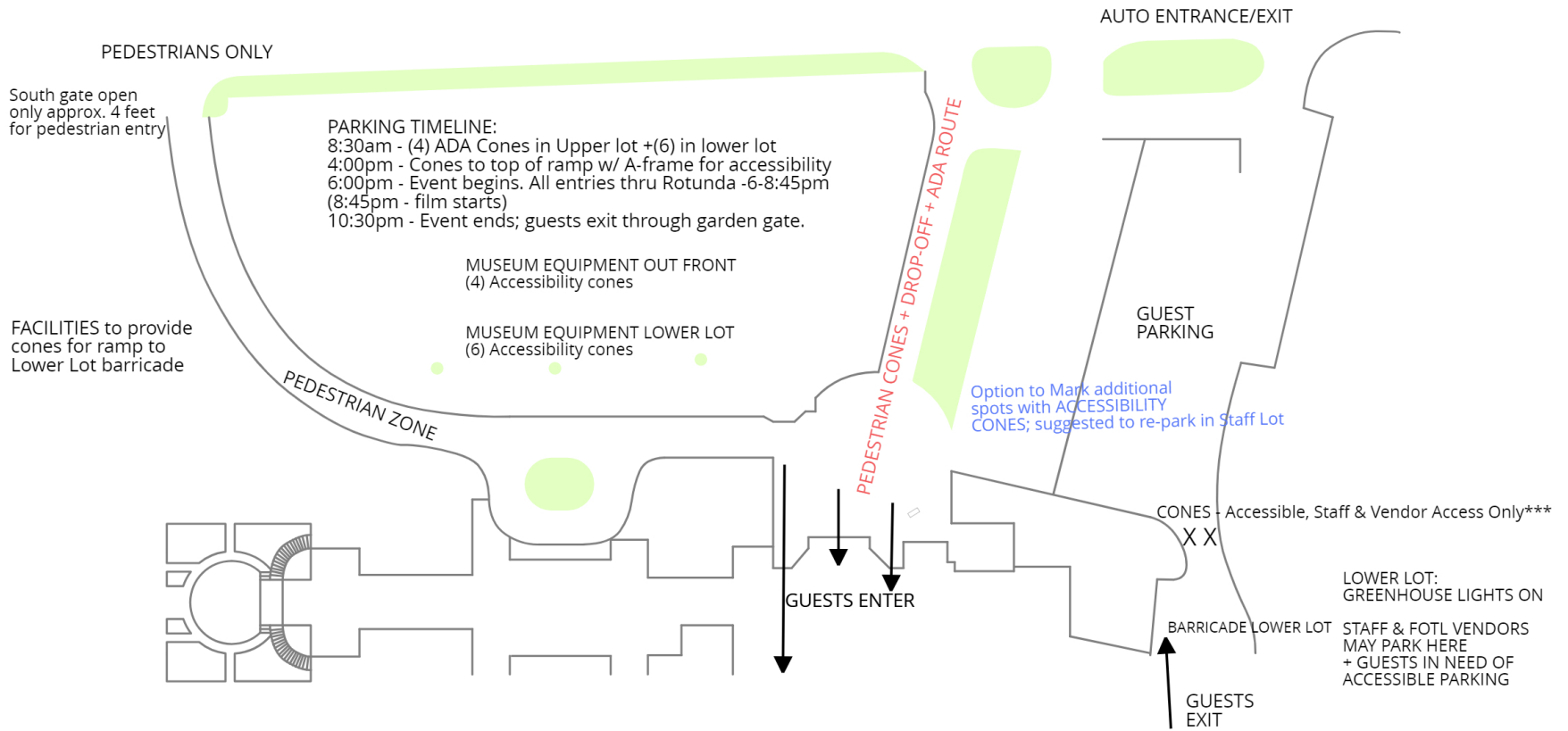
Special Events Committee Recommendation: _____ Yes No _____

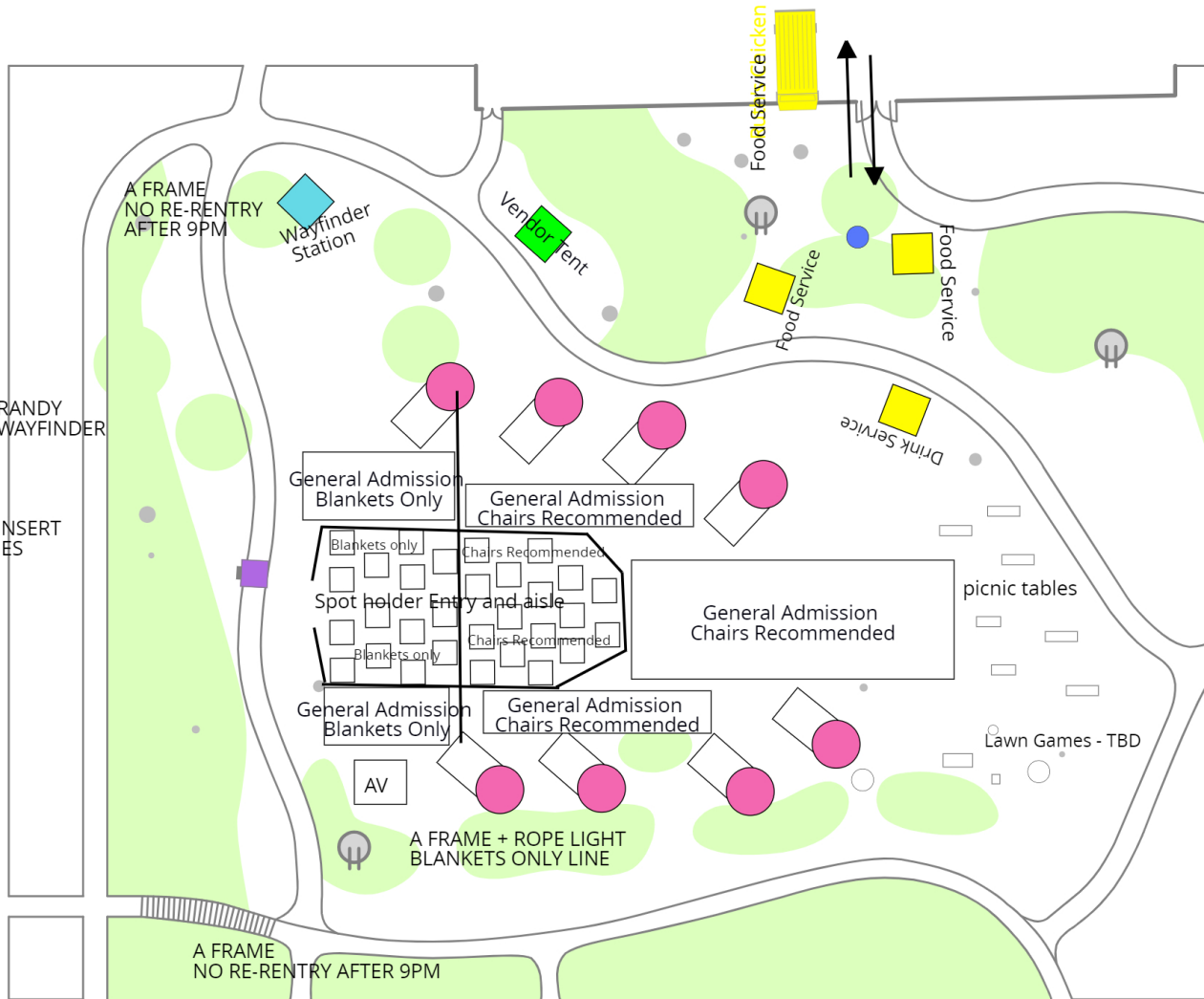
Date routed to Mayor: _____ Mayor's Recommendation: Yes No _____

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

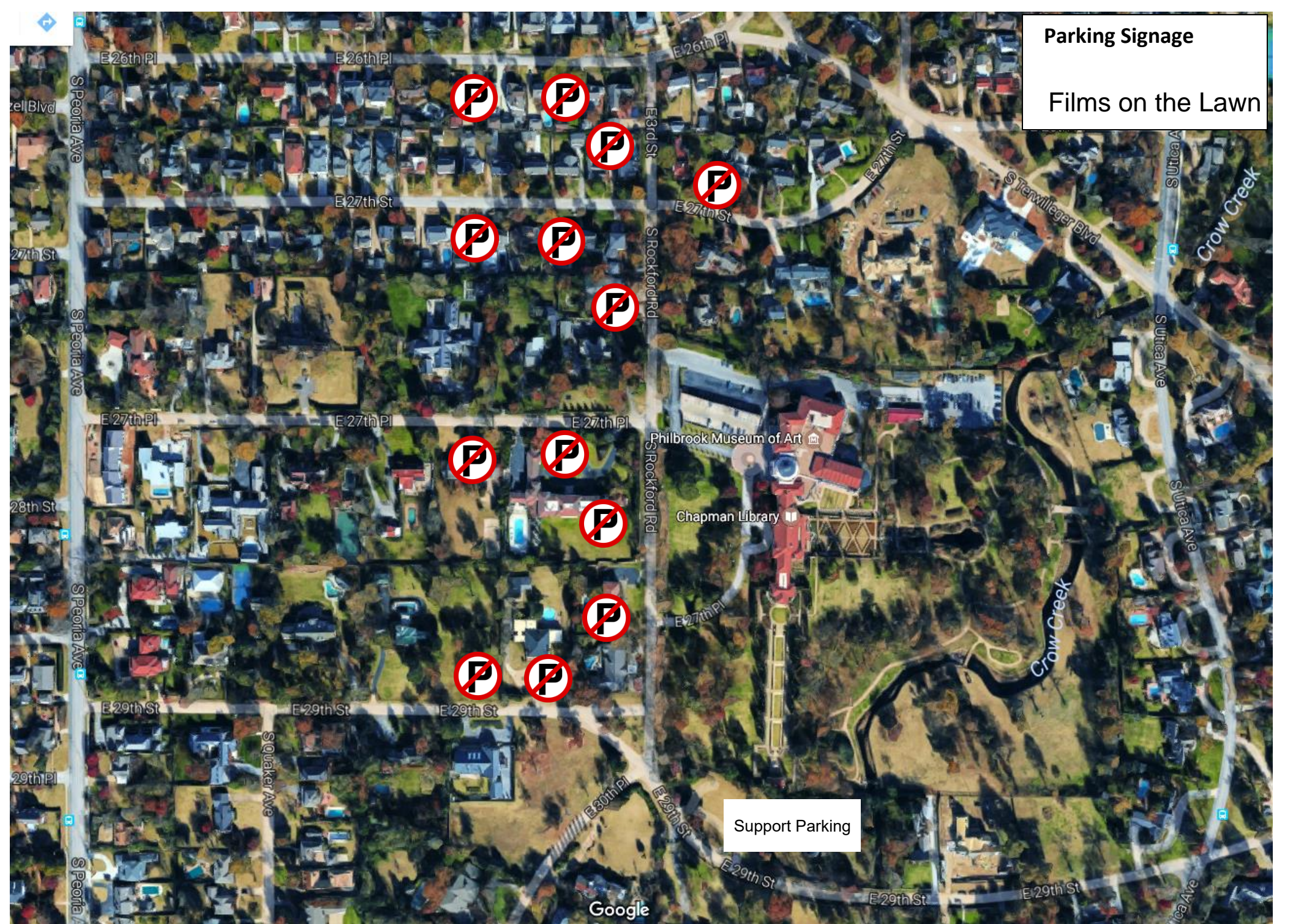
Date Permit Issued: _____ Comments: SEC meeting 05/15/2024.

No Parking Map unloaded 05/09/2024.





Parking Signage
Films on the Lawn



Support Parking