



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Justin Timberlake Street PartyDate(s) of Event: June 6, 2024Location Address: Start: 300 S Denver Ave
End: 300 S Frisco AveCouncil District(s): 1, 4Event Description: Street party before the Justin Timberlake concert**Event Category:** Street/Block Party**Event Includes:** Amplified Sound, Tent/Canopy, Beer/Alcohol Sales, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Street ClosureAnticipated Attendance: Total: 1500Per Day: 1500Anticipated Participants: Total: 1500Per Day: 1500

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: BOK Center - OVG TulsaWebsite: www.bokcenter.comChief Officer of Host Organization: Keller TaylorEmail and Phone: keller.taylor@oakviewgroup.com 970-518-5131Applicant Name: Victoria PittmanEmail and Phone: victoria.pittman@oakviewgroup.com 918-404-0104

Professional Event Organizer:

Email and Phone:

On-site Contact: Victoria PittmanMobile: 918-404-0104Billing Contact: OVG 360 - BOK CenterPhone: 918-404-0104Billing Address: 200 S DENVER AVE W
Tulsa, OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 06/06/2024 Time: 5PM
Street Closure for Event Setup: Date: 06/03/2024 Time: 5PM
Street(s) to be Closed for Event Setup: 3rd St between Denver Ave and Frisco Ave.
Event Start: Date: 06/06/2024 Time: 5PM
Street Closure for Event Start: Date: 06/03/2024 Time: 5PM
Street(s) to be Closed for Event Start: 3rd St between Denver Ave and Frisco Ave.
Run, Walk, Parade Start Time: NA
Daily Event Hours: 5PM - 8PM
Event End: Date: 06/06/2024 Time: 8PM
Street Reopens after Event End: Date: 06/06/2024 Time: 10PM
Event Teardown: Date: 06/06/2024 Time: 8PM
Street Reopens after Event Teardown: Date: 06/06/2024 Time: 10PM

Secondary Permits Required

Beer Sales, Alcohol Sales: Wine Sales, Alcohol (Spirits) Sales, Beer Sales
Number of Food Vendors: 3
Number of Food Trucks: 3
Food Cooked on-site: Yes Fuel(s) to be used: Gas
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 2 - TBD Provider and Phone: Party Pro Rents (918) 622-8102
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: Using on-site police/security from inside the building

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA will be inside for the concert

Traffic Control Barricade Company: No Contact, Email and Phone: BOK Center owns required TCP equipment

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

Crowd Management Fencing Company: No Contact, Email and Phone: BOK Center owns crowd fencing

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

Parking Type: Parking Garage, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Sponsored by the BOK Center

Park: No Name of Park and Location: NA

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: 1

Equipment Setup: Date: 06/06/2024 Time: 8AM

Equipment Pickup: Date: 06/07/2024 Time: 8AM

Other Event Information: See Map(s)

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 2

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: 1PM

Finish Time: 8PM

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

Speakers

Sound checks conducted prior to the event: Yes

Start Time: 1PM

Finish Time: 2PM

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: BOK internal team will clean up street after event

Number of Trash Receptacles: 5

Number of Dumpsters: 1

Number of Recycling Containers: 2

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

BOK Website and Kiosk

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: 05/02/2024 Date routed: 05/15/2024 Date for review: 05/22/2024

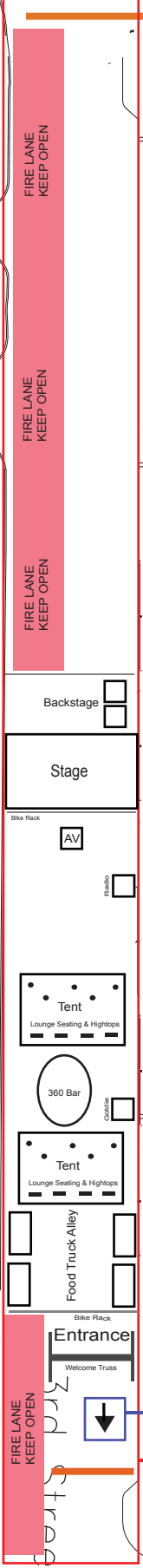
Special Events Committee Recommendation: _____ Yes No _____

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. Mayor agenda
05/22/2024. City Council agenda 05/22/2024. No City Council agenda 05/29/2024.

South Frisco Avenue



FIRE LANE
KEEP OPEN

FIRE LANE
KEEP OPEN

FIRE LANE
KEEP OPEN

Backstage

Stage

Bike Rack

AV

Tables

Tent

Lounge Seating & Hightops

360 Bar

Tables

Tent

Lounge Seating & Hightops

Food Truck Alley

Tables

Tables

Tables

Bike Rack

Entrance

Welcome Truss

Tables

Tables

Tables

Tables

Tables

Tables

Tables

Tables

Tables

Tables

Tables

Tables

Power

SIGNAGE:
NO ALCOHOL
BEYOND
THIS POINT

Justin Timberlake
Street Party
June 6, 2024

BOK CENTER
MAIN ENTRANCE

SIGNAGE:
NO ALCOHOL
BEYOND
THIS POINT

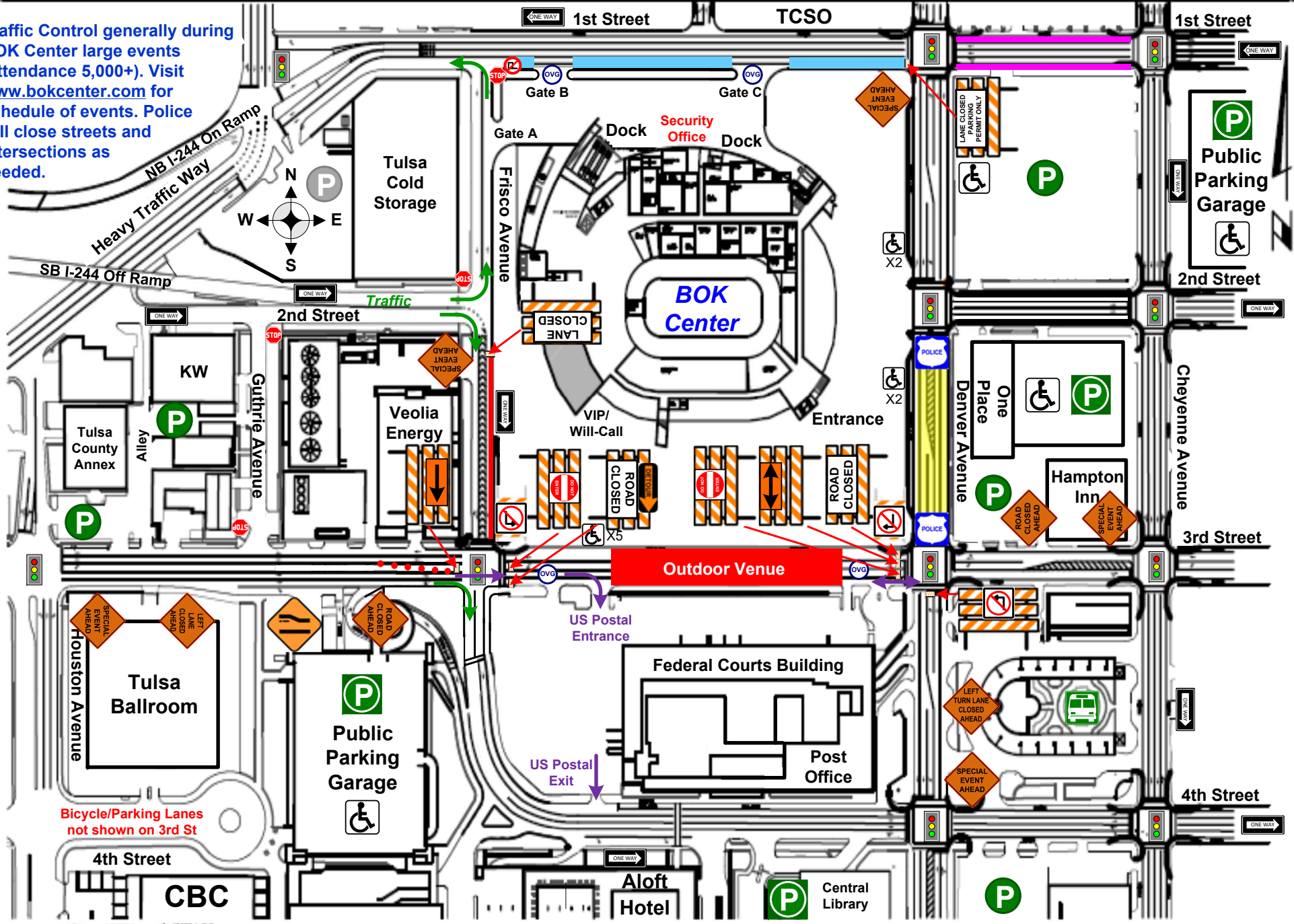
ABLE PERMIT
AREA

South Denver Avenue

Toilets
ADA


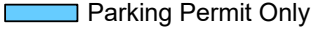
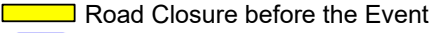



Street

Traffic Control generally during BOK Center large events (attendance 5,000+). Visit www.bokcenter.com for schedule of events. Police will close streets and intersections as needed.

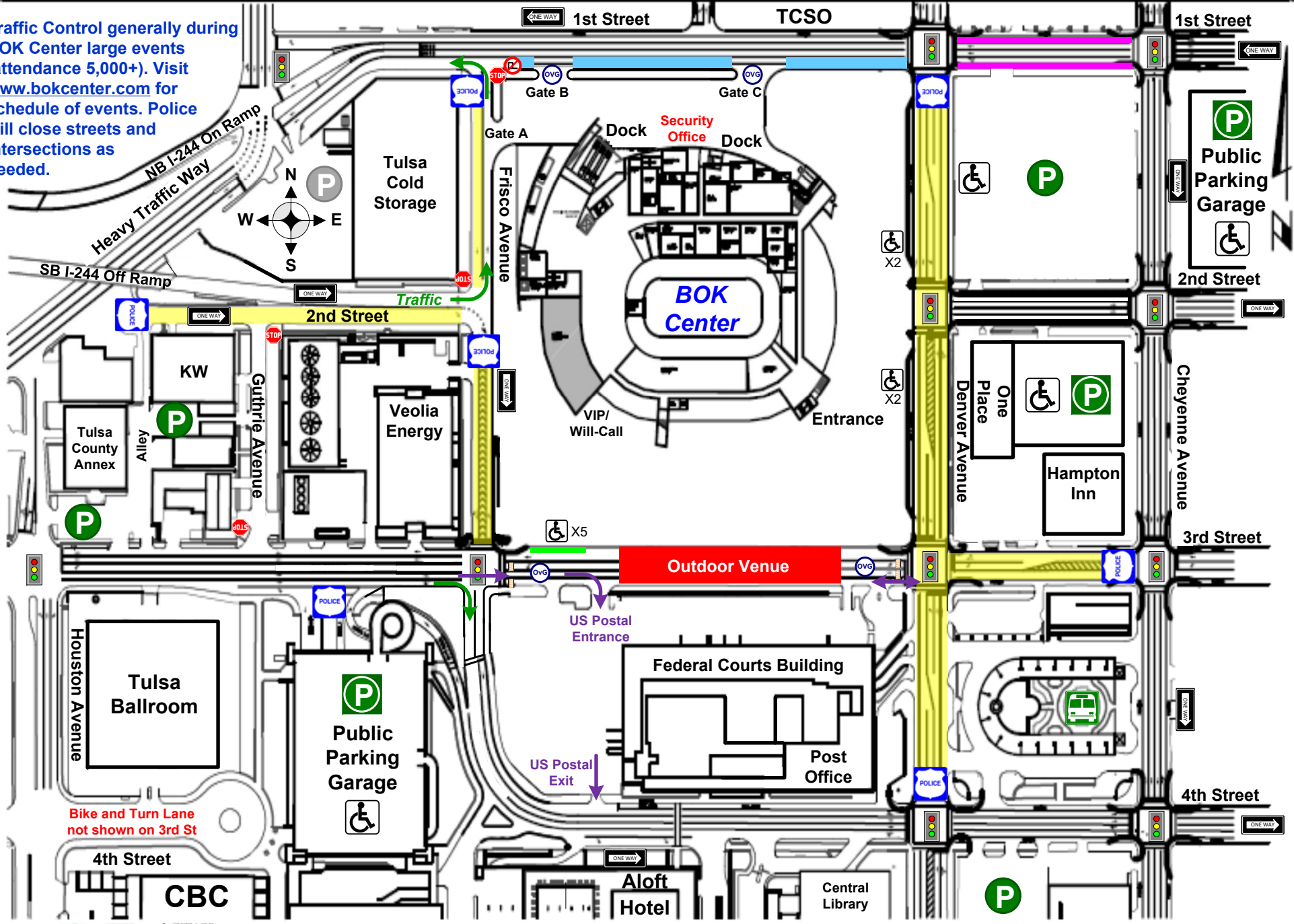








Bicycle/Parking Lanes not shown on 3rd St



-  BOK Center Security
-  Parking Permit Only
-  Road Closure before the Event Starts and after the Event Ends when 3rd Street is Closed for venue.
-  Rideshare Lane Closure by Police
-  Outdoor Venue Road Closure
- 

Traffic Control generally during BOK Center large events (attendance 5,000+). Visit www.bokcenter.com for schedule of events. Police will close streets and intersections as needed.



-  Road Closure Depending on Crowd Size before Event Starts and before Event Ends
-  N Curb Parking Lane Closure
-  Parking Permit Only
- 
-  Outdoor Venue Road Closure
-  Rideshare Lane Closure by Police