



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: 10 Things I Hate About YouDate(s) of Event: June 14, 2024Location Address: Start: 2727 S Rockford Rd  
End: 2727 S Rockford RdCouncil District(s): 4Event Description: Fowler Automotive Films on the Lawn Presents: '10 Things I Hate About You'Shakespeare in the Park returns to Philbrook for one night only!In the gardens for the 25th Anniversary of 10 Things I Hate About You, a modern twist on Shakespeare's classic The Taming of the Shrew.Pre-film entertainment includes performances from Tulsa Shakespeare Company, sonnet writing, face painting, and more.Enjoy fare from local food trucks or grab a drink at the bar(s)!This film is rated PG-13 for profanity and innuendo.**Event Category:** Miscellaneous**Event Includes:** Amplified Sound, Tent/Canopy, Beer/Alcohol Sales, Public Right of Way, Live Entertainment, Food Sales, No Parking Signage, Outdoor MovieAnticipated Attendance: Total: 600Per Day: 600Anticipated Participants: Total: 600Per Day: 600

Number of Events for Monthly Event: No

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

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Host Organization: Philbrook Museum of ArtWebsite: <http://www.philbrook.org/>Chief Officer of Host Organization: Jay JamisonEmail and Phone: [jjamison@philbrook.org](mailto:jjamison@philbrook.org) 918-748-5361Applicant Name: Cristen BurdellEmail and Phone: [cburdell@philbrook.org](mailto: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***

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**Event Setup:** Date: 06/14/2024 Time: 9:00am  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA - Reserve Parking Only  
**Event Start:** Date: 06/14/2024 Time: 6:00pm  
Street Closure for Event Start: Date: Time:  
Street(s) to be Closed for Event Start: NA - Reserve Parking Only  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 6-10:30pm  
**Event End:** Date: 06/14/2024 Time: 10:30pm  
Street Reopens after Event End: Date: Time:  
**Event Teardown:** Date: 06/14/2024 Time: 10:30pm  
Street Reopens after Event Teardown: Date: Time:

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Wine Sales, Beer Sales  
Number of Food Vendors: 2  
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 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**

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Security and/or Police: Yes Contact, Email and Phone: Philbrook, 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, ADA parking available, 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): 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

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Tulsa Shakespeare Co.

Sound Amplification: Yes

Start Time: 6:00pm

Finish Time: 10:30pm

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

Movie Speakers

Sound checks conducted prior to the event: Yes

Start Time: 5:00pm

Finish Time: 6:00pm

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: 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:

Neighborhood Assn

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: 04/22/2024    Date routed: 06/03/2024    Date for review: 06/12/2024

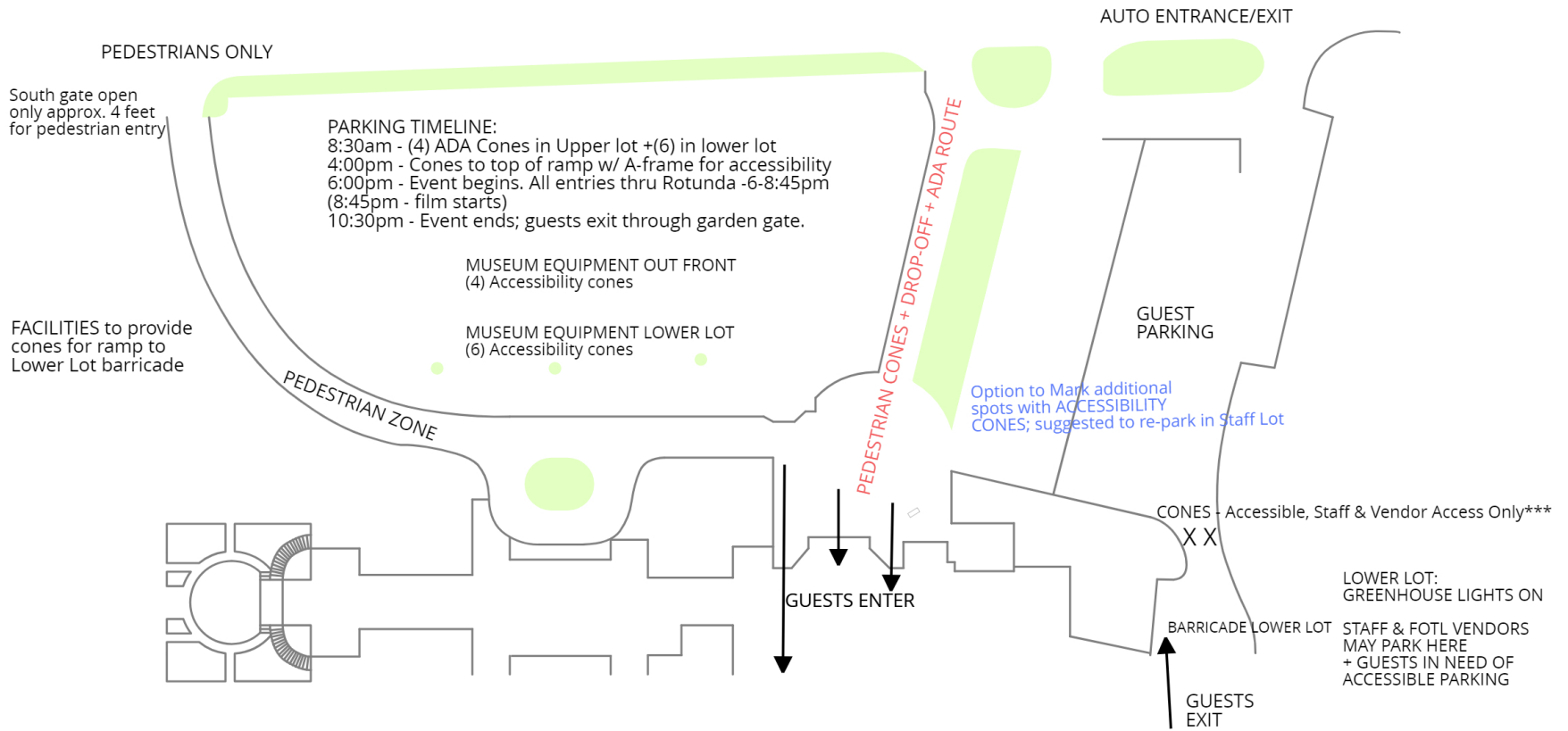
Special Events Committee Recommendation: \_\_\_\_\_    Yes  No  \_\_\_\_\_

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

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

Date Permit Issued: \_\_\_\_\_    Comments: SEC meeting 06/06/2024. Parking map  
received 06/03/2024.

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SETUP:

STAGE - size tbd

8 BUBBLES W/ FIREPITS  
TRASH CANS

ASSIST WITH RANDY

1 TABLE/CANOPY+2CHAIRS, RANDY  
1 TABLE/CANOPY+2CHAIRS, WAYFINDER

PICNIC TABLES  
LAWN GAMES

3X A-FRAMES w DRY ERASE INSERT  
3x CLIP LIGHTS FOR A-FRAMES

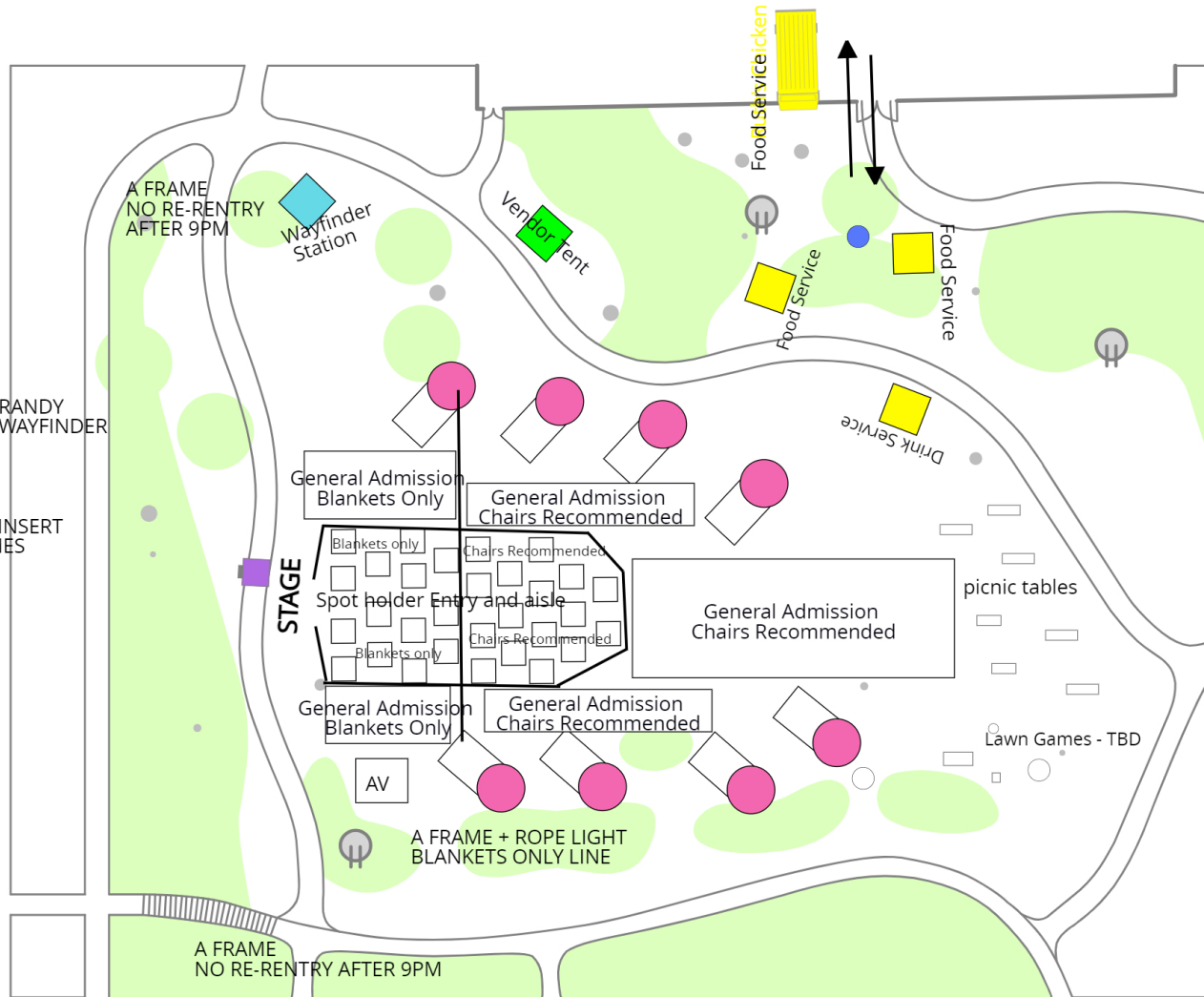
Perimeter White Chain +  
Shepherd Hooks  
Around Spot Holder spaces

 = POWER SOURCE

 = WATER SOURCE

VIP SPOTS:

14 Blanket  
16 chair  
8 bubbles





Parking Signage



Support  
Parking