



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: St Jude Walk/Run TulsaDate(s) of Event: Sept 28, 2024Location Address: Start: 201 N Elgin Ave
End: 101 N Elgin AveCouncil District(s): 1, 4Event Description: The St. Jude Walk/Run is a 5K event to raise funds and awareness for St. Jude Children's Research Hospital.Event Category: Athletic/RecreationEvent Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Live Entertainment, No Parking Signage, Private Property, Street ClosureAnticipated Attendance: Total: 2000Per Day: 2000Anticipated Participants: Total: 2000Per Day: 2000Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: American Lebanese Syrian
Associated Charities, Inc.Website: https://www.stjude.org/about-st-jude
/faq/whats-alsac.htmlChief Officer of Host Organization: Sara HallEmail and Phone: sara.hall@alsac.stjude.org 901-578-2087Applicant Name: Heather KringEmail and Phone: heather.kring@alsac.stjude.org 901-578-2056

Professional Event Organizer:

Email and Phone:

On-site Contact: Bonnie CollardMobile: 916-995-1344Billing Contact: American Lebanese Syrian
Associated Charities, Inc.Phone: 901-578-2056Billing Address: 501 St Jude PL
Memphis, TN 38105

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/27/2024 Time: 08:00
Street Closure for Event Setup: Date: 09/27/2024 Time: 09:00
Street(s) to be Closed for Event Setup: Elgin Ave between Reconciliation Way and Archer Street

Event Start: Date: 09/28/2024 Time: 07:00
Street Closure for Event Start: Date: 09/28/2024 Time: 09:30
Street(s) to be Closed for Event Start: Portions of E Archer St, N Greenwood Ave, E John Hope Franklin Blvd, N Elgin Ave, Reconciliation Way, N Detroit Ave, E 1st St, S Cheyenne Ave, E 2nd St, S Elgin Ave. See attached map for specific details.

Run, Walk, Parade Start Time: 10:00
Daily Event Hours: 07:00-12:00

Event End: Date: 09/28/2024 Time: 12:00
Street Reopens after Event End: Date: 09/28/2024 Time: 11:30

Event Teardown: Date: 09/28/2024 Time: 12:00
Street Reopens after Event Teardown: Date: 09/28/2024 Time: 14:00

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 6- 10x10, 6-10x20 Provider and Phone: TBD
Number of Inflatables: Yes 3 Provider and Phone: Owned by ALSAC. Decoration only - No bounce house.
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: ONEOK security for event area. Security plan forthcoming. TPD Special Events Unit (918) 586-6054

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSS/Christina (212) 494-2693. Medical plan forthcoming.

Traffic Control Barricade Company: Yes Contact, Email and Phone: TBD

Equipment Setup: Date: 09/27/2024 Time: 09:30 Equipment Pickup: Date: 09/28/2024 Time: 12:00

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

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

Parking Type: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): TBD

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: 1

Number of Performers/Bands: 1

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: 07:00

Finish Time: 12:00

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

Professional AV set up

Sound checks conducted prior to the event: Yes

Start Time: 07:00

Finish Time: 08:00

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:

There will be signage on the tents, start/finish truss and stage truss.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Cleanup and Removal will be provided by ONEOK Field

Number of Trash Receptacles: 15

Number of Dumpsters: 1

Number of Recycling Containers: 8

Cleanup Service: Yes Provider and Phone: ONEOK Field Staff

Presented Event Concept to:

If not presented, please explain:

We plan to present once application is in process

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: 03/10/2024 Date routed: 07/11/2024 Date for review: 08/07/2024
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 07/24/2024. Mayor agenda
07/31/2024. City Council agenda 08/07/2024. Revised route and site map 06/24/2024. TCP Map 07/09/2024.

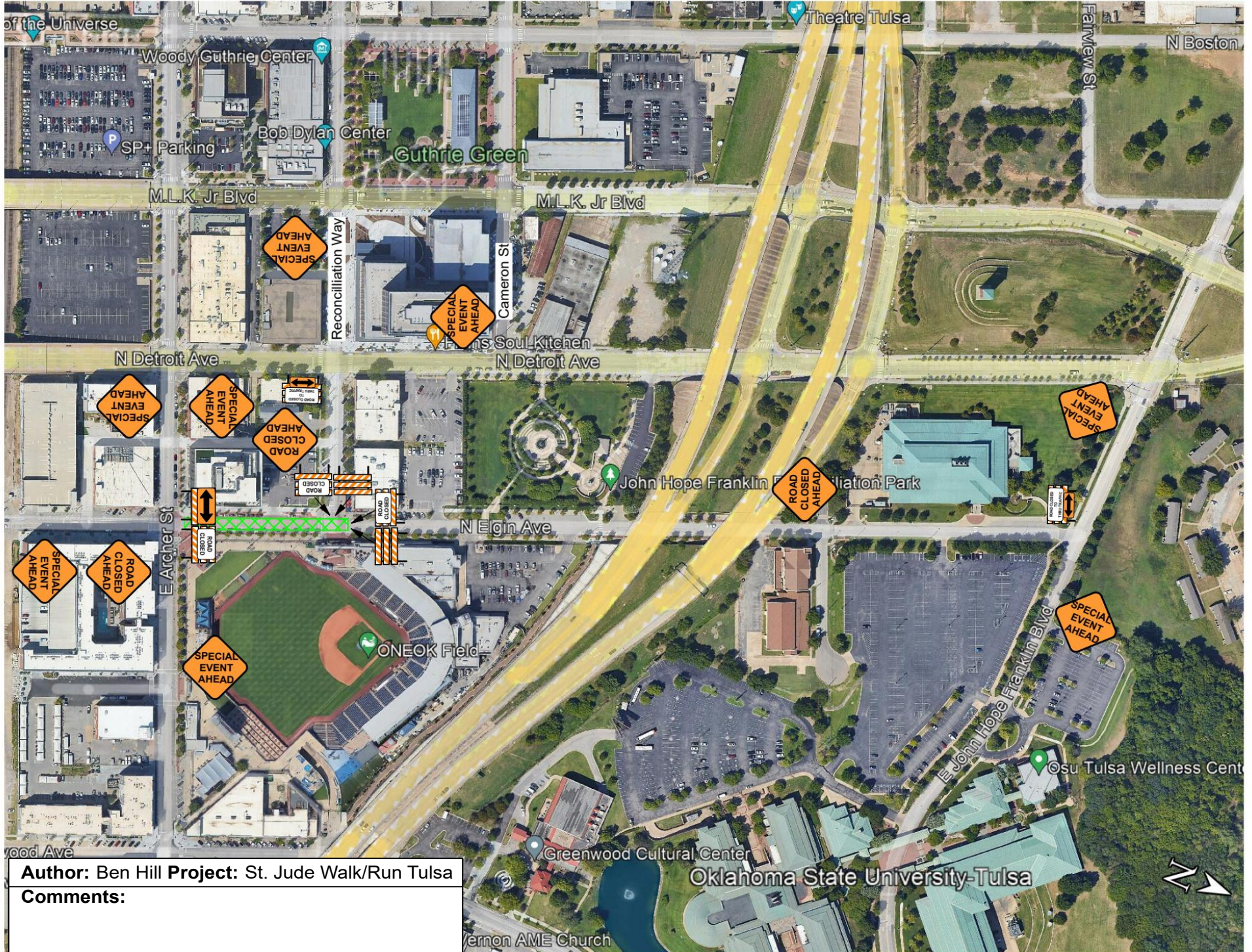
SYMBOLS

-  Police
 -  Volunteer
 -  Start/Finish
 -  Water Station
 -  Parking
 -  Mile Marker
- 
- Course Length 3.1 miles



Tulsa
Saturday, September 28
ONEOK Field
201 N Elgin,
Tulsa, OK 74120
Expo Opens 8:30 am
Walk/Run Start 10:00 am

One mile walkers will complete their walk at the main gate at ONEOK Field.



Author: Ben Hill **Project:** St. Jude Walk/Run Tulsa
Comments:



St. Jude
Walk/Run

Tulsa

Saturday, September 28, 2024

ONEOK Field

201 N Elgin Ave

Tulsa, OK 74120

Registration Opens 8:30 am

Run/Walk Starts 10:00 am

TENTS

- 1 Participant Support 10x10
- 2 Volunteer Check-In 10x10
- 3 Photo Booth 10x10
- 4 Audio 10x10
- 5 Command 10x10
- 7 Healing Through Art 10x20
- 9 Community Connection 10x20
- 11 K95.5
- 12 Mix96
- 13 Be the match 10x10

SITE RULES

- Not allowed on the field except for the kids dash. No one on the grass.

Tulsa parking map

OSU Lot D -
Participant parking

ONEOK Field -
VIP parking - rows closest to Elgin

Staff & Vendor parking on East side of lot

