



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Guthrie Green February First FridayDate(s) of Event: Friday, February 6, 2026Location Address: Start: 111. E Reconciliation Way  
End: 211 E. Reconciliation WayCouncil District(s): 1Event Description: We will be having First Friday inside Fly Loft (117 N. Boston Ave.) We are reserving parking for talent and vendors on the North side of Reconciliation Way, between MLK Jr. Blvd and Boston Ave.Event Category: Street, Lane, or Sidewalk ClosureEvent Includes: Amplified Sound, Private Park, Public Right of Way, Lane Closure, Merchandise Sales, No Parking SignageAnticipated Attendance: Total: 200Per Day: 200Anticipated Participants: Total: 12Per Day: 12Number of Events for Monthly Event: No

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

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Host Organization: Guthrie GreenWebsite: <https://guthriegreen.com/>Chief Officer of Host Organization: Lindsey GoffEmail and Phone: [lindsey@guthriegreen.com](mailto:lindsey@guthriegreen.com) 918-591-2455Applicant Name: Lindsey GoffEmail and Phone: [lindsey@guthriegreen.com](mailto:lindsey@guthriegreen.com) 918-591-2455

Professional Event Organizer:

Email and Phone:

On-site Contact: Lindsey GoffMobile: 918-591-2455Billing Contact: Lindsey GoffPhone: 918-591-2455Billing Address: 111 E RECONCILIATION WAY N  
Tulsa, OK 74103

## ***Event Timeline and Lane/Street Closure Information***

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**Event Setup:** Date: 02/06/2026 Time: 6pm  
Street Closure for Event Setup: Date: 02/06/2026 Time: 8am  
Street(s) to be Closed for Event Setup: No street closure. Reserving parking on North side of Reconciliation Way between MLK Jr. Blvd and Boston Ave.

**Event Start:** Date: 02/06/2026 Time: 6pm  
Street Closure for Event Start: Date: 02/06/2026 Time: 8am  
Street(s) to be Closed for Event Start: No street closure. Reserving parking on North side of Reconciliation Way between MLK Jr. Blvd and Boston Ave

Run, Walk, Parade Start Time: N/A  
Daily Event Hours: 6pm - 9pm

**Event End:** Date: 02/06/2026 Time: 9pm  
Street Reopens after Event End: Date: 02/06/2026 Time: 9pm

**Event Teardown:** Date: 02/06/2026 Time: 9pm  
Street Reopens after Event Teardown: Date: 02/06/2026 Time: 9pm

## ***Secondary Permits Required***

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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: 12 Number of Service Vendors: 0  
Number & Sizes of Tents: 0 Provider and Phone: N/A  
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: N/A

### **Security, Medical, Traffic Control, Crowd Management and Parking Plans**

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Security and/or Police: Yes Contact, Email and Phone: 918 Security, Anthony Davis, 918-727-2918

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

Traffic Control Barricade Company: No Contact, Email and Phone: N/A

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

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

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

Parking Type: Parking Garage, Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

### **Sponsor and Other Event Information**

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Event Sponsor(s): GGP Parks

Park: Yes Name of Park and Location: Guthrie Green, 111 E Reconciliation Way

Drone: No

Portable Toilets: No Provider and Phone: N/A

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 Attachment. First Friday event will be held inside Fly Loft.

## **Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: DJ Services

Sound Amplification: Yes

Start Time: 6pm

Finish Time: 9pm

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

DJ Services

Sound checks conducted prior to the event: No

Start Time: N/A

Finish Time: N/A

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

N/A

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

N/A

## **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: Janitorial Services/Dumpster on site

Number of Trash Receptacles: 3

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: Berry Brothers Cleaning LLC, 620-278-6005

Presented Event Concept to:

Business Assn

If not presented, please explain:

N/A

## **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: 01/07/2026      Date routed: 01/07/2026      Date for review: 01/21/2026

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

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

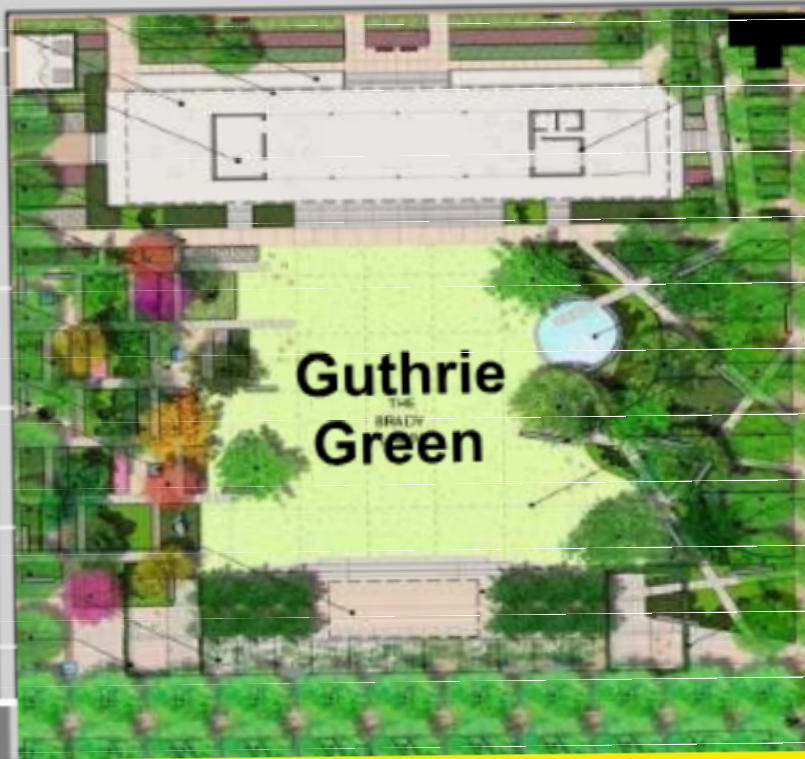
Date routed to Council: \_\_\_\_\_      City Council Approval: Yes ☐ No ☐ \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_      Comments: SEC meeting 01/21/2026.

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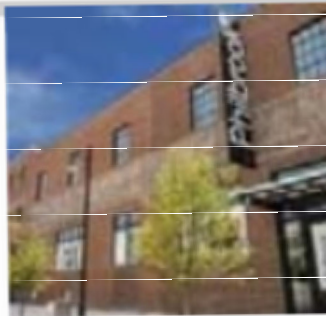
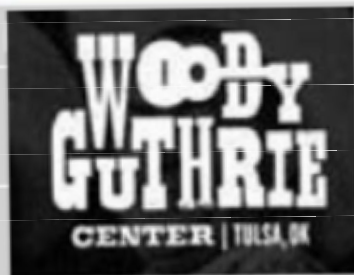
Cameron St



Vendor and Talent Parking

Reconciliation Way

N Boston Ave



M L King Jr Blvd