



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Guthrie Green Events

Date(s) of Event: October 1-31, 2018

Location Address: 111 E MATHEW BRADY ST N

Council District(s): 4

Event Description: Events for the month of October

Event Category: Concert/Performance

Event Includes: Amplified Sound, Tent/Canopy, Public Right of Way, Live Entertainment, No Parking Signage, Street Closure

Anticipated Attendance: Total: Varies

Per Day: 0

Anticipated Participants: Total: Varies

Per Day: 0

Number of Events for Monthly Event: 18

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Guthrie Green

Website: https://www.guthriegreen.com/

Chief Officer of Host Organization: Robert Wallace

Email and Phone: rob@guthriegreen.com 918-640-6645

Applicant Name: Robert Wallace

Email and Phone: rob@guthriegreen.com 918-640-6645

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Robert Wallace

Mobile: 918-640-6645

Billing Contact: Guthrie Green

Phone: 918-640-6645

Billing Address: 111 East Brady Street East Mathew B. Brady Street
Tulsa OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/03/2018 Time: Varies
Street Closure for Event Setup: Date: 10/03/2018 Time: Varies
Street(s) to be Closed for Event Setup: Parking Spaces Only

Event Start: Date: 10/03/2018 Time: Varies
Street Closure for Event Start: Date: 10/05/2018 Time: Noon
Street(s) to be Closed for Event Start: See attached maps
Run, Walk, Parade Start Time: NA
Daily Event Hours: Food Truck Wednesday - Oct. 3, 10, 17, 24, 31 (Parking)
Movie in the Park - Oct. 4, 11, 18, 25
Tulsa Roots Jazz Fest - Oct. 5, 6 (Closure)
Sunday Concert - Oct. 14, 21, 28
Garba - Oct. 19

Event End: Date: 10/28/2018 Time: Varies
Street Reopens after Event End: Date: 10/06/2018 Time: 11pm
Event Teardown: Date: 10/28/2018 Time: Varies
Street Reopens after Event Teardown: Date: 10/06/2018 Time: 11pm

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 of Tents/Canopies: TBD Provider and Phone: TBD
Number of Inflatables: 0 Provider and Phone: NA
Number of Amusement Rides: 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: Contact, Email and Phone: OWL NITE
918-951-5501
TPD - TBD

Medical and/or First Aid Services: Contact, Email and Phone: NA

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems
918-425-4550

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

Crowd Management Fencing Company: Contact, Email and Phone: At Your Service
918-272-0568

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

Parking Type: Street, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Varies from event to event

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: At Your Service
918-272-0568

Total Number of Portable Toilets: 1 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: Time: Varies

Equipment Pickup: Date: Time: Varies

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: TBD

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: Varies

Finish Time: Varies

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

TBD

Sound checks conducted prior to the event: Yes

Start Time: Varies

Finish Time: Varies

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

Stage Banners

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: ON site janitorial

Number of Trash Receptacles: 25

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Business Association

Avidavit 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: 09.20.2018 Date routed: 09.30.2018 Date for review: 10.03.2018

Special Events Committee Recommendation: Email Review ☒ Yes ☐ No

☐ Yes ☐ No

Date routed to Mayor: 10.01.2018

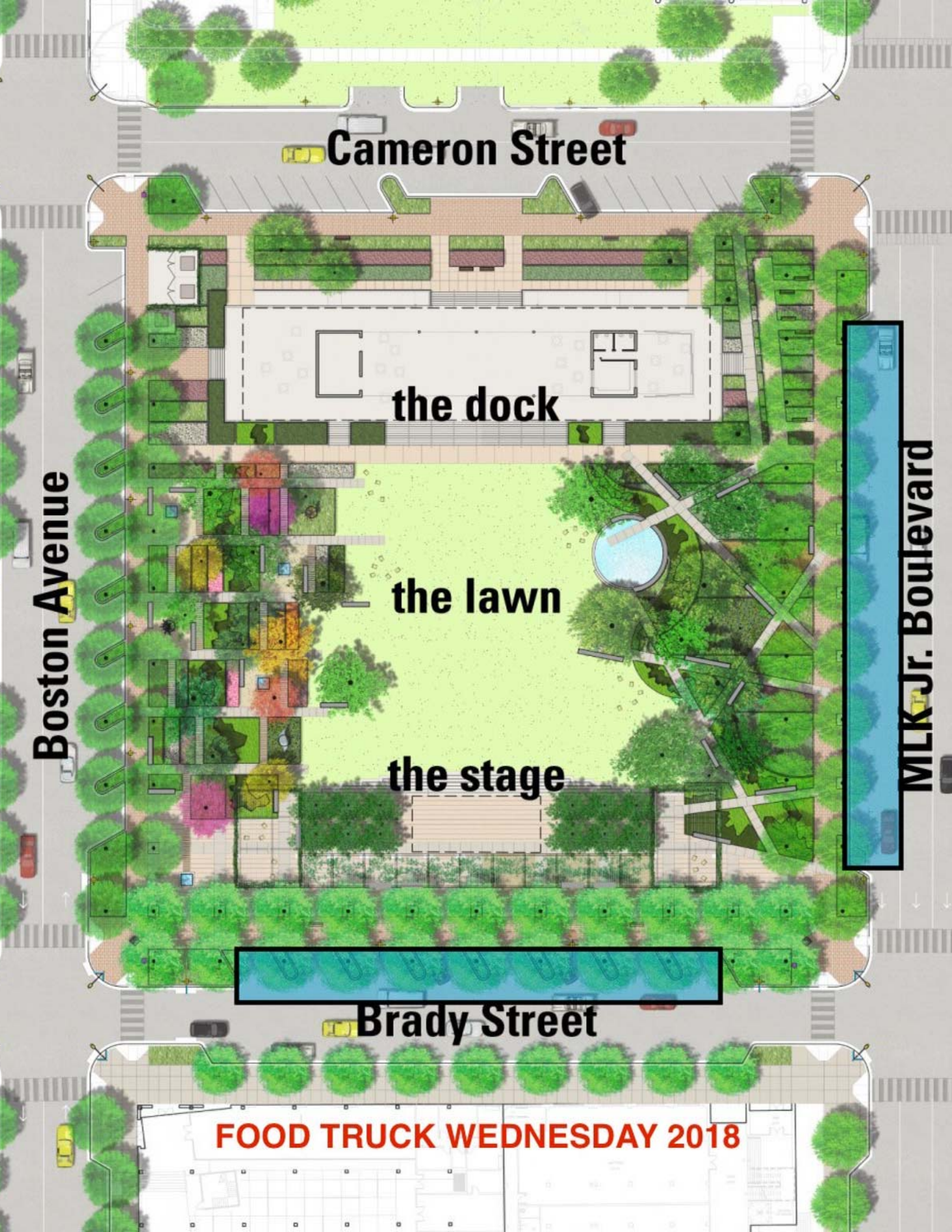
Mayor's Recommendation: _____

Date routed to Council: 10.01.2018

City Council Approval: _____

☐ Yes ☐ No

Date Permit Issued: _____ Comments: Form revised and maps attached 09.30.2018



Cameron Street

the dock

the lawn

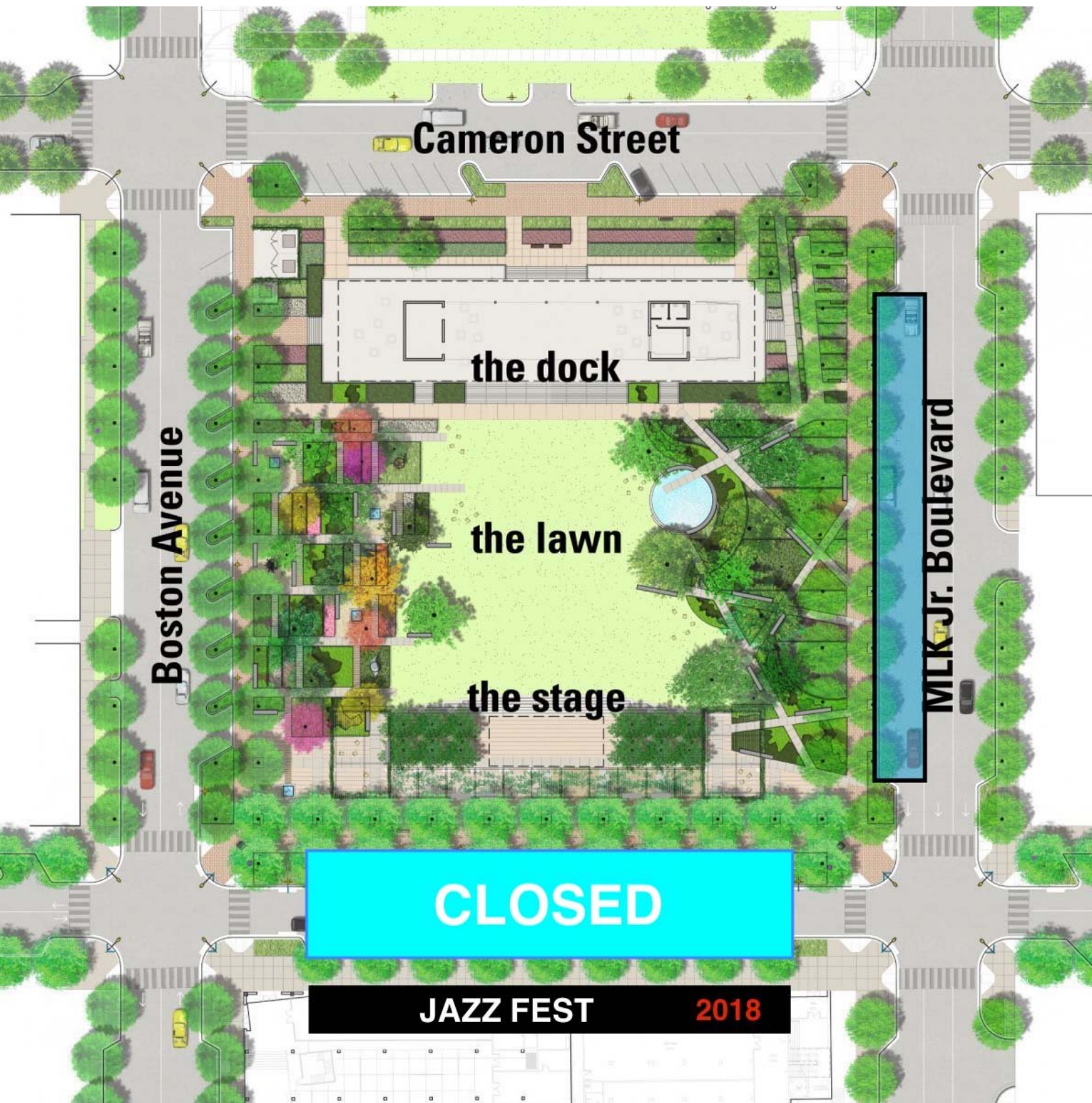
the stage

Brady Street

FOOD TRUCK WEDNESDAY 2018

Boston Avenue

MLK Jr. Boulevard



Cameron Street

Boston Avenue

MLK Jr. Boulevard

the dock

the lawn

the stage

CLOSED

JAZZ FEST 2018