



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Shes Winter Off Date(s) of Event: Oct. 12, 2018
Location Address: 321 E MATHEW BRADY ST N Council District(s): 4
Event Description: Live DJ , outside bar seating tables lighting dance music
Event Category: Concert/Performance
Event Includes: Amplified Sound, Beer/Alcohol Sales, Live Entertainment, Private Property
Anticipated Attendance: Total: 500 Per Day: 0
Anticipated Participants: Total: 500 Per Day: 0
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: She Theatre Website: NA
Chief Officer of Host Organization: Amanda Bratcher
Email and Phone: 405-600-4962
Applicant Name: She Theatre and Lounge
Email and Phone: chrispfluegersr@gmail.com 918-313-3013
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Chris Pflueger Mobile: 918-313-3013
Billing Contact: She Theatre and Lounge Phone: 918-313-3013
Billing Address: 321 E. Marshal Brady st.
tulsa OK 74120

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>10/12/2018</u>	Time: <u>6 pm</u>
Street Closure for Event Setup:	Date:	Time:
Street(s) to be Closed for Event Setup:	NA - Parking Lot	
Event Start:	Date: <u>10/12/2018</u>	Time: <u>8 pm</u>
Street Closure for Event Start:	Date:	Time:
Street(s) to be Closed for Event Start:	<u>NA - Parking Lot</u>	
Run, Walk, Parade Start Time:	<u>NA</u>	
Daily Event Hours:	<u>8 pm to 2 am</u>	
Event End:	Date: <u>10/13/2018</u>	Time: <u>2 am</u>
Street Reopens after Event End:	Date:	Time:
Event Teardown:	Date: <u>10/13/2018</u>	Time: <u>2 am</u>
Street Reopens after Event Teardown:	Date:	Time:

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>High point beer sales, Alcohol Sales</u>	
Number of Food Vendors:	<u>0</u>	
Number of Food Trucks:	<u>0</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>0</u>	Number of Service Vendors: <u>0</u>
Number of Tents/Canopies:	3 (10X10)	Provider and Phone: <u>Event Organizer Owned</u>
Number of Inflatables:	<u>0</u>	Provider and Phone: <u>NA</u>
Number of Amusement Rides:	<u>0</u>	Provider and Phone: <u>NA</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>No</u>	
Provider and Phone:	<u>NA</u>	

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

Security and/or Police: Contact, Email and Phone: Tulsa County Sheriffs Tracy 918-549-0251
She's in house security 918-313-3013

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

Traffic Control Barricade Company: Contact, Email and Phone: NA

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

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

Equipment Setup: Date: 10/12/2018 Time: 6pm Equipment Pickup: Date: 10/13/2018 Time: 9am

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Bacardi, Miller Lite, Redbull

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: 6 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/12/2018 Time: 6 pm

Equipment Pickup: Date: 10/13/2018 Time: 9 am

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Matt Lipp DJ

Sound Amplification: Yes

Start Time: 8pm

Finish Time: 2am

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

DJ equipment

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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:

Banners signs and minor club lighting

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: She theatre and lounge staff will begin clean up and tear down apron. 1:45 am

Number of Trash Receptacles: 8

Number of Dumpsters: 3

Number of Recycling Containers: 2

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Businesses, Other entities

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: 09.10.2018 Date routed: 09.26.2018 Date for review: Email Review

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: Form revised 09.26.2018.