City of Tulsa
SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Summers Fifth Night

Date(s) of Event: August 4, 2022

Location Address: 2201 S UTICA AVE E

Council District(s): 4

Event Description: Free concerts every Thursday night in summer.

Event Category: Concert/Performance

Event Includes: Amplified Sound, Live Entertainment, Private Property

Anticipated Attendance: Total: 1000

Per Day: 1000

Anticipated Participants: Total: 10

Per Day: 10

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: UTICA SQUARE SHOPPING CENTER

Website: https://www.uticasquare.com/

Chief Officer of Host Organization: CARA HAIR

Email and Phone: 918-588-5218

Applicant Name: UTICA SQUARE SHOPPING CENTER - Cassandra Montray

Email and Phone: cassandra.montray@hpinc.com 918-588-5212

Professional Event Organizer: NA

Email and Phone:

On-site Contact: CASSANDRA MONTRAY

Mobile: 918-588-5212

Billing Contact: UTICA SQUARE SHOPPING CENTER

Phone: 918-588-5212

Billing Address: 1709 Utica Square 220
TULSA OK 74136

Event Timeline and Lane/Street Closure Information

Event Setup: Date: <u>08/04/2022</u>   Time: <u>3pm</u>

Street Closure for Event Setup: Date: Time:

Street(s) to be Closed for Event Setup: NA - Parking Lot

Event Start: Date: <u>08/04/2022</u>   Time: <u>7pm</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>7pm-9pm</u>

Event End: Date: <u>08/04/2022</u>   Time: <u>9pm</u>

Street Reopens after Event End: Date: Time:

Event Teardown: Date: <u>08/04/2022</u>   Time: <u>9pm</u>

Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: <u>Not Applicable</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: 0   Provider and Phone: <u>NA</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: Utica Square Security (918) 361-1071

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: 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): NA

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: 5   Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 08/04/2022   Time: 5pm

Equipment Pickup: Date: 08/04/2022   Time: 10pm

Other information: NA

Entertainment and Related Activities

Number of Stages: 1   Number of Performers/Bands: 1

Performer/Band name and music type: Varies

Sound Amplification: Yes   Start Time: 7pm   Finish Time: 9pm

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

   Standard Band and Speaker Equipment

Sound checks conducted prior to the event: Yes   Start Time: 6pm   Finish Time: 7pm

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:

   Banner on stage and lights.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: All stage, equipment, sound, chairs/tables, restrooms and trash will be removed 2 hours after the event is ov

Number of Trash Receptacles: 10   Number of Dumpsters: 1   Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

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

Presented Event Concept to: No street closure

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 pa 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 third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

Barricaded Concert Area

Portable Restroom Trailer + ADA Portable Toilet

Stage

EVENT MAP
SUMMERS FIFTH NIGHT
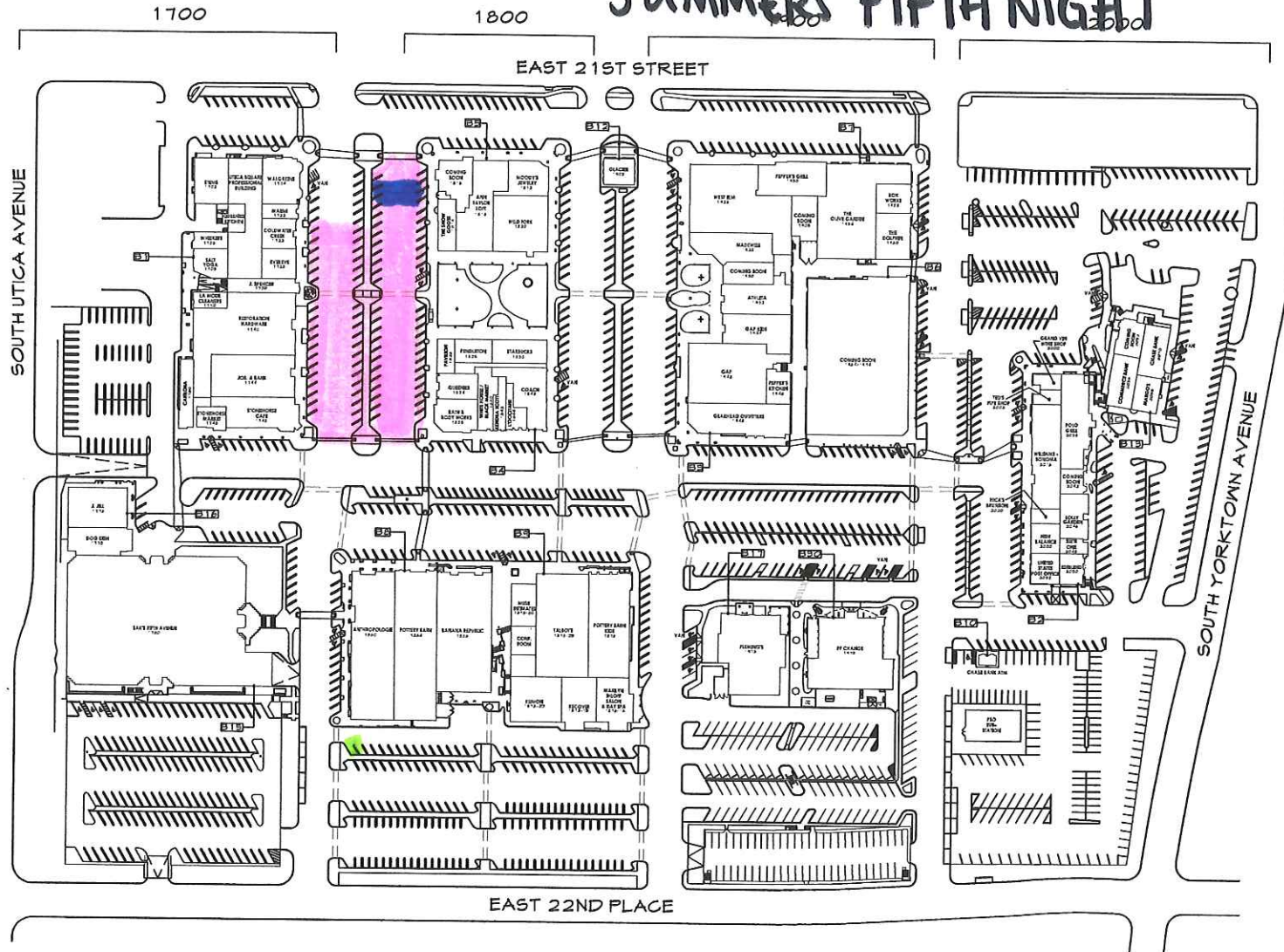
1700   1800   1900   2000

EAST 21ST STREET

SOUTH UTICA AVENUE

SOUTH YORKTOWN AVENUE

EAST 22ND PLACE

A SITE PLAN
SCALE: N.T.S.   NORTH

SITE
PLAN

UTICA
SQUARE
SHOPPING
CENTER

HELMERICH
& PAYNE
PROPERTIES

02.06.2019

SITE
PLAN

SITE-1