Permit #: SPEV-199315-2024 Application Date: 11/22/2024 Issue Date:



City of Tulsa SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Winter Art Market Date(s) of Event: Friday, 12/06/2024

Location Address: Start: 200 N Detroit Ave Council District(s): 1

End: 200 N Elgin Ave

Event Description: Holiday Market for artist, vendors and merchants, may sell goods.

Event Category: Farmers/Outdoor Market

Event Includes: Tent/Canopy, Public Right of Way, Merchandise Sales, Street Closure

Anticipated Attendance: Total: 300 Per Day: 300
Anticipated Participants: Total: 32 Per Day: 32

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: <u>Living Arts of Tulsa</u> Website: https://livingarts.org

Chief Officer of Host Organization: Jessica Dewey

Email and Phone: education@livingarts.org 918-585-1234

Applicant Name: <u>Christopher Henson</u>

Email and Phone: events@livingarts.org 918-585-1234

Professional Event Organizer:

Email and Phone:

On-site Contact: Sina McLin Mobile: 918-585-1234

Billing Contact: Christopher Henson Phone: 918-585-1234

Billing Address: 307 E Reconciliation Way

Tulsa, OK 74120

Event Timeline and Lane/Street Closure Information

 Event Setup:
 Date:
 12/06/2024
 Time:
 5:00PM

 Street Closure for Event Setup:
 Date:
 12/06/2024
 Time:
 8:00AM

Street(s) to be Closed for Event Setup: Reconciliation Way between Detroit Ave and Elgin Ave

 Event Start:
 Date:
 12/06/2024
 Time:
 6:00PM

 Street Closure for Event Start:
 Date:
 12/06/2024
 Time:
 8:00AM

Street(s) to be Closed for Event Start: Reconciliation Way between Detroit Ave and Elgin Ave

Run, Walk, Parade Start Time: NA

Daily Event Hours: 5:00PM-9:00PM

 Event End:
 Date:
 12/06/2024
 Time:
 9:00PM

 Street Reopens after Event End:
 Date:
 12/06/2024
 Time:
 10:00PM

 Event Teardown:
 Date:
 12/06/2024
 Time:
 9:00PM

 Street Reopens after Event Teardown:
 Date:
 12/06/2024
 Time:
 10:00PM

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: $\underline{32}$ Number of Service Vendors: $\underline{0}$

Number & Sizes of Tents: 32 - 10X10 Provider and Phone: Living Arts of Tulsa (918) 585-1234

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

Security and/or Police: No Contact, Email and Phone: N/A

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

Traffic Control Barricade Company: Yes Contact, Email and Phone: AWS, Bfletcher@aw-inc.com (918) 682-9393

Equipment Setup: Date: 12/06/2024 Time: 8:00AM Equipment Pickup: Date: 12/09/2024 Time: 12:00PM

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

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

Parking Type: Parking not available
Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): Living Arts of tulsa

Park: No Name of Park and Location: N/A

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:

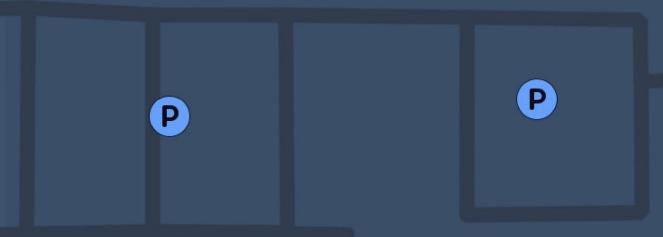
Other Event Information: See Attachment(s)

Entertainment and Related Activities

Initials: On File

Number of Stages: 0	Number of Performers/Ban	ds: <u>0</u>
Performer/Band name and music type: N/A		
Sound Amplification: No	Start Time: N/	A Finish Time: N/A
Please describe the sound equipment that will be u	sed for your event:	
<u>N/A</u>		
Sound checks conducted prior to the event: No	Start Time: N/	A Finish Time: N/A
Hot air balloons, fire lanterns or similar devices use $\underline{\text{N/A}}$	d at event: <u>No</u> Describe:	
Use of any signs, banners, decorations, or special l	ighting used at event: <u>Yes</u>	Describe:
Lights will be utilized for visibility in the tents.		
Mitigation of Impact		
Please describe your plan for cleanup and remova event: Cleanup and removal will be executed by Liv		
Number of Trash Receptacles: <u>0</u> Number of	of Dumpsters: 2 Num	ber of Recycling Containers: <u>0</u>
Cleanup Service: $\underline{\text{No}}$ Provider and Phone: $\underline{\text{N/A}}$		
Presented Event Concept to:		
Businesses		
Businesses If not presented, please explain:		
If not presented, please explain: N/A		
If not presented, please explain:		

For City of Tulsa Special Events Committee Use Only			
Date received: 11/22/2024 Date routed	1: 11/23/2024	Date for review: 12/04/2024	
Special Events Committee Recommendation:		Yes	
Date routed to Mayor:	Mayor's Recommendation:	Yes □ No □	
Date routed to Council:	City Council Approval:	Yes	
Date Permit Issued:	Comments: SEC meeting	g 12/04/2024. Mayor agenda	
12/04/2024. City Council agenda 12/04/2024. TCP map pending.			
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Vendors RECONCILIATION WAY