



Current Date 1/17/25

Applications are processed in the order received - preference given to long standing events.

Event Name 2025 Stephenson Cancer Center Outpace Cancer Race

Expected Attendance 1,250

Event Coordinator Emily Banfield

Email Address emily-banfield@ouhsc.edu

Mailing Address 1105 N Stonewall Ave, Ste 162 OKC, OK 73117

Phone 4053852881 Fax _____

Event Address (Location) _____

Event Start Day/Date 4/12/25 Event Start Time 7:00

Event End Day/Date 4/12/25 Event End Time 11:00

Set-up Day/Date 4/11/24 Start Time 15:00 End Time 24:00

Tear-down Day/Date 4/12/25 Start Time 11:00 End Time 14:00

Street Closure Times (if applicable)

Closure Day/Date 4/12/25 Time 6:30

Reopening Day/Date 4/12/25 Time 11:00

Event description (activities, exact location, etc.). Please also submit an event site map.

Outpace Cancer Race is a 5/10k race and 1 mile walk in Oklahoma City hosted by the Stephenson Cancer Center

to raise money for cancer research, patient assistance and programming and to

provide support to cancer patients and their families. The 2025 event will take place on

Saturday, April 12th beginning at 7:00am

The Outpace Cancer Race is a family-friendly event to help create community and support

for people fighting cancer and their families. The first race begin at 8:00 am and the

Bring Your Pace Bash which will host vendor tents, food trucks and the awards ceremony will conclude at 11:00am

Is this an annual event? Yes If yes, how many years? 7

How many vendors will sell items at your event (retail, food, beverages, etc.)?

☐ None ☐ 1 ☒ 2-10 ☐ 11-25 ☐ 26-50 ☐ 50+

Please note: the deadline for the food vendor list is a strict 10 business days prior to the event.



Event includes (mark all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Block party | <input checked="" type="checkbox"/> Street closure | <input type="checkbox"/> Assembly event (First Amendment) |
| <input checked="" type="checkbox"/> Beverage sales | <input type="checkbox"/> Procession/Horse Procession | <input checked="" type="checkbox"/> Residential area |
| <input type="checkbox"/> Alcohol sales | <input type="checkbox"/> Parade | <input checked="" type="checkbox"/> Non-residential area |
| <input checked="" type="checkbox"/> Food sales | <input checked="" type="checkbox"/> Amplified sound | <input type="checkbox"/> Parklet |
| <input type="checkbox"/> Merchandise sales | <input checked="" type="checkbox"/> Live entertainment | <input checked="" type="checkbox"/> Athletic event |
| <input type="checkbox"/> Street activities | <input type="checkbox"/> Electrical wiring/generator(s) | <input type="checkbox"/> Filming |

Number of tents 20

Size of tent(s) 10x10; 10x20

Number of Parade Entries NA

Number of Horses/Animals participating NA

Emergency primary contacts during event:

Name Emily Banfield

Name Lindsey Manning

Mobile 4053852881

Mobile 4059231092

Email emily-banfield@ouhsc.edu

Email lindsey-manning@ouhsc.edu

Event Coordinator Signature

Emily Banfield

(By signing this permit, the event coordinator and their organizing partners agree to abide by the applicable general rules of application listed and the applicable laws referenced under City of Oklahoma City Municipal Code Chapters 50 and 60)

RETURN COMPLETED FORM

Via U.S. Postal Special Events - Public Information & Marketing 200 N. Walker, OKC, OK 73102

Via E-Mail specialevents@okc.gov (preferred method)

Via Fax (405) 297-3124

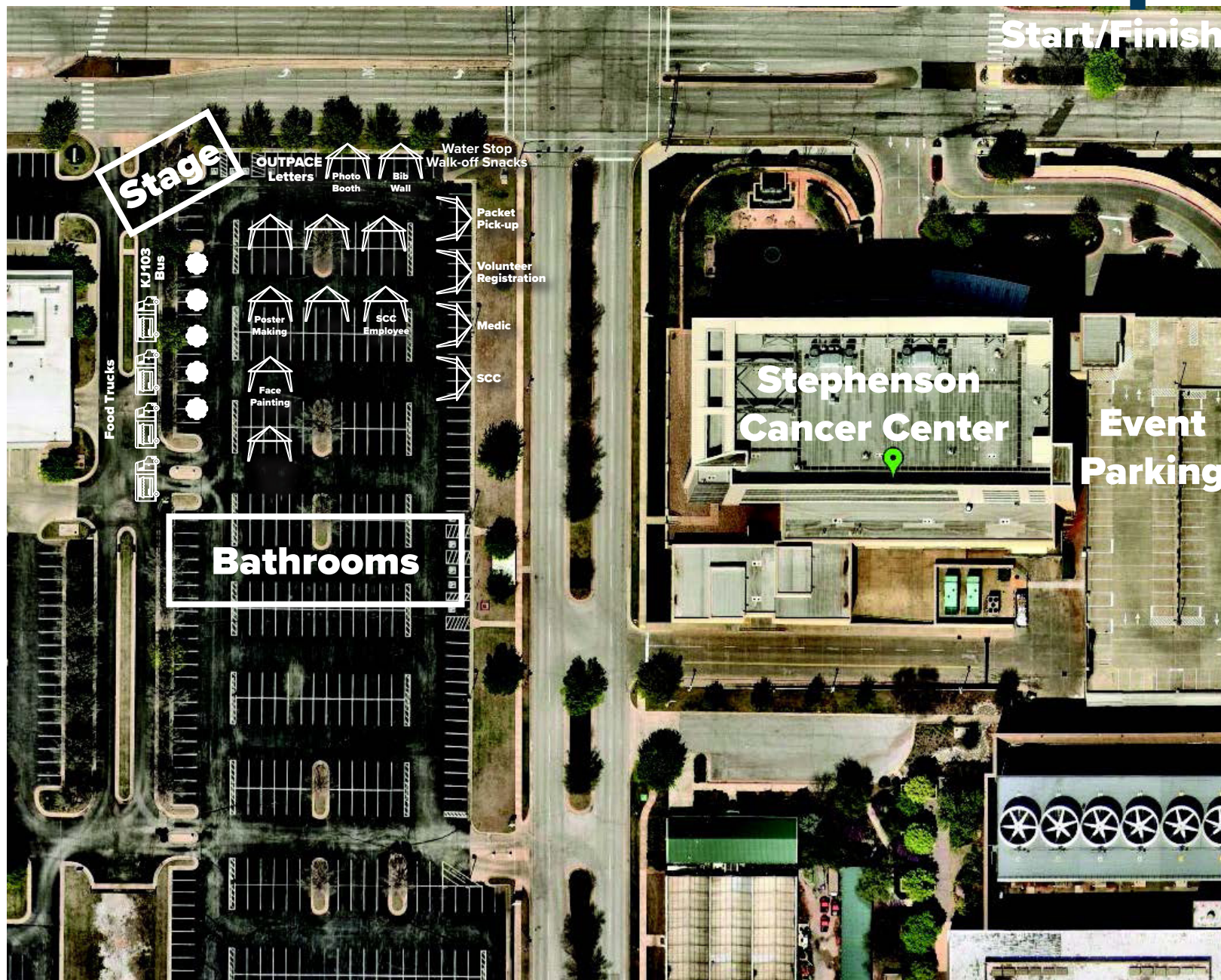
Questions? Call Special Events Permit Office (405)297-2890

SPECIAL EVENTS OFFICE USE

Staff comments:

Special Events Office Approval _____

Site Map



OUTPACE CANCER RACE

Exhibit A-2 & B-1



The UNIVERSITY of OKLAHOMA HEALTH SCIENCES

1 MILE RACE ROUTE

Start: On 10th Street, east of the Stephenson Cancer entrance

- Walk East on 10th Street
- Turn right on Stonewall Ave. and walk South
- Turn right on 8th Street and walk West
- Turn right on Phillips Ave. and walk North
- Turn right at 10th Street and walk East toward the finish line



OUTPACE CANCER RACE



The UNIVERSITY of OKLAHOMA HEALTH SCIENCES

10K/5K RACE ROUTE

Start: On 10th Street, East of the Stephenson Cancer Center entrance

1K: On 13th Street, West of Lottie Ave. traffic light

2K: On 8th Street, West of Lottie Ave. traffic light

3K: On 8th Street, West of Laird Ave. intersection

4K: On Lincoln, South of the traffic light pole on the SW corner of 8th & Lincoln

10K will do 2 laps

When turning the corner of 8th Street to Lincoln Blvd., run on the sidewalk until 10th Street. You will not be allowed to run on the road.



Exhibit A-3 & B-2



The City of
OKLAHOMA CITY

SPECIAL EVENTS

Written Notice Affidavit to properties abutting event.
The written notice affidavit confirms that you have
provided written notice (via postcard, letter) to property
owners along running route/course.

AFFIDAVIT OF WRITTEN NOTICE TO PROPERTIES ABUTTING EVENT

AFFIDAVIT

STATE OF OKLAHOMA}

COUNTY OF OKLAHOMA}

Know all men by these presents: I, Emily Banfield
as event coordinator of OU Health Stephenson Cancer Center
Outpace Cancer Race 2025
Name
Event Name

hereby certify that property owners abutting the named event have been notified in
writing that the right-of-way will be closed (date(s)) 4/12/25.

Emily Banfield 2.28.25
Signature Date

Subscribed and sworn before me this 28th day of February, 2025.

My commission expires 8/19/2026

Cal
Notary Public





The City of
OKLAHOMA CITY

SPECIAL EVENTS

Consent Affidavit confirms that you have received street closure approvals from property owners for the street closure. Signed petition form, emails or letters are accepted forms of consent.

AFFIDAVIT OF CONSENT FROM, AND NOTICE TO, PROPERTIES ABUTTING EVENT

AFFIDAVIT

STATE OF OKLAHOMA}

COUNTY OF OKLAHOMA}

Know all men by these presents: I, Emily Banfield
ou Health Stephenson Cancer Center ^{Name}
as event coordinator of the Outpace Cancer Race 2025
Event Name

hereby certify that all required property owners abutting the street closure for the named event have
been notified in writing and have provided consent that the right-of-way be closed 4/12/25
date(s)

Emily Banfield 2.28.25
Signature Date

Subscribed and sworn before me this 28th day of February, 2025.

My commission expires 8/19/2026

Cay
Notary Public





Date: January 2, 2025

RE: Verification of Liability Coverage Continues Until Notified
Verification of Liability Insurance:

This is to confirm that all State of Oklahoma agencies, colleges, and universities and their employees are provided with liability coverage through a self-insurance pool administered by the Office of Management and Enterprise Services' (OMES) State Risk Management under authority of 74 O.S. § 85.58A. Coverage under this program corresponds with the Oklahoma Governmental Tort Claims Act (GTCA) – 51 O.S. § 151, et seq.

The State of Oklahoma enjoys sovereign immunity and waives its immunity only to the extent specified in the GTCA or any other statute if such statute legally raises the limits of liability above those stated in the GTCA. Coverage under the OMES State Risk Management Program is continuous until otherwise notified. If you have questions or concerns related to the State's liability coverage, contact State Risk Management.

Janet Morrow

Janet Morrow
Director, Risk, Assessment and Compliance
Office of Management and Enterprise Services