



Current Date _____

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

Event Name Uptown Outside

Expected Attendance 3,000

Event Coordinator Uptown 23rd District

Email Address events@Uptown23rd.com

Mailing Address PO Box 1161 OKC, OK 73103

Phone 405-473-3714 Fax _____

Event Address (Location) NW 23rd Street between Walker and Shartel

Event Start Day/Date 9/14/24 Event Start Time 4 PM

Event End Day/Date 9/14/24 Event End Time 10pm

Set-up Day/Date 9/14/24 Start Time 8am End Time 4pm

Tear-down Day/Date 9/14/24 Start Time 10:15 pm End Time 1am

Street Closure Times (if applicable)

Closure Day/Date 9/14/24 Time 8am

Reopening Day/Date 9/15/24 Time 1am

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

Block Party Style event bringing the neighbors and friends of the Uptown 23rd District outside for a night of music, food, and fun.

We have a phenomenal lineup of local talent and business exposing the vibrant growthh of the city and the district.

Is this an annual event? yes If yes, how many years? 3

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


Number of tents 20

Size of tent(s) 10 X 10

Number of Parade Entries _____ Number of Horses/Animals participating _____

Emergency primary contacts during event:

Name <u>LaToya Mason</u>	Name <u>Julianna Lopez</u>
Mobile <u>405-473-3714</u>	Mobile <u>405-837-5742</u>
Email <u>events@uptown23rd.com</u>	Email <u>contact@uptown23rd.com</u>

Event Coordinator Signature 

(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)

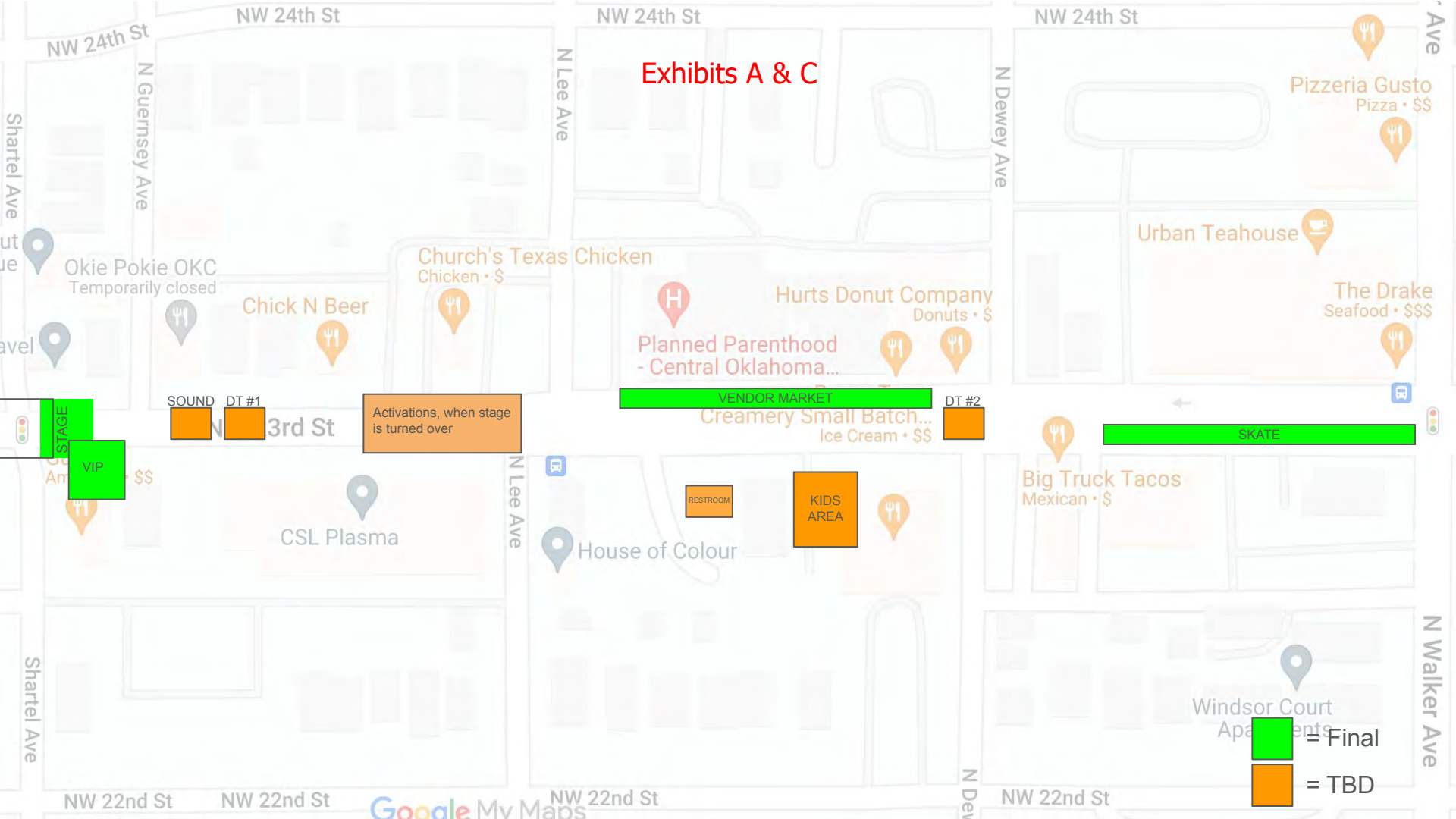
Via Fax (405) 297-3124

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

SPECIAL EVENTS OFFICE USE

Staff comments:

Special Events Office Approval _____





Exhibits A & C

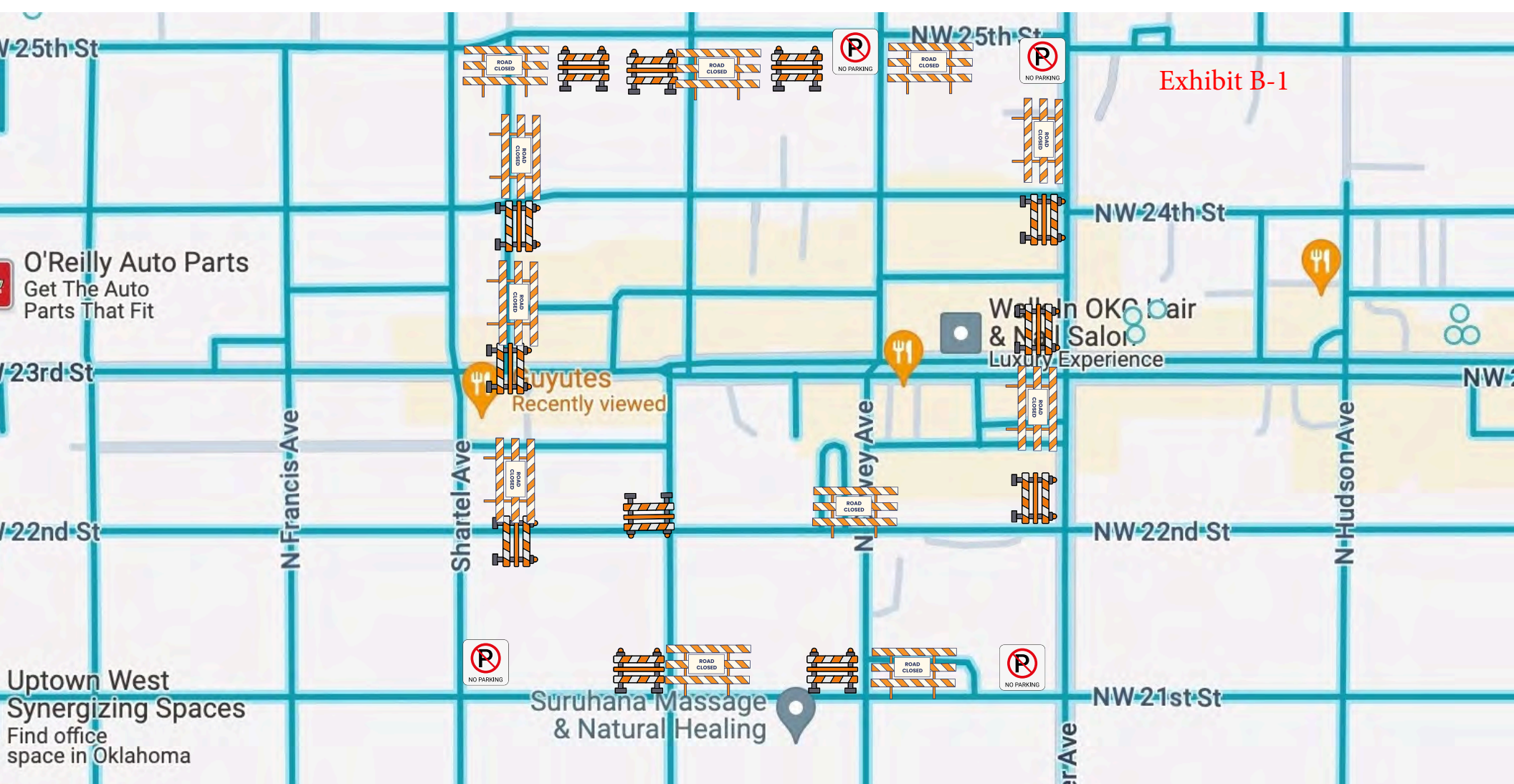
Activations, when stage is turned over

VENDOR MARKET

DT #2

SKATE

 = Final
 = TBD



Date: September 14, 2024

Project: NW 23rd from Walker and Shartel

NW 24th from Walker and Shartel

NW 22nd between Walker and Shartel

Gurnsey Ave From NW 23rd to NW 25th

Lee Ave From NW 21st to NW 25th

Dewey Ave From NW 21st to NW 25th

Detour to NW 13th and 30th on Western and Hudson

Set Detour signs on NW 13th and Classen/Western

NW 13th and Hudson

NW 23rd and Hudson

NW 23rd and Western

NW 30th and Western

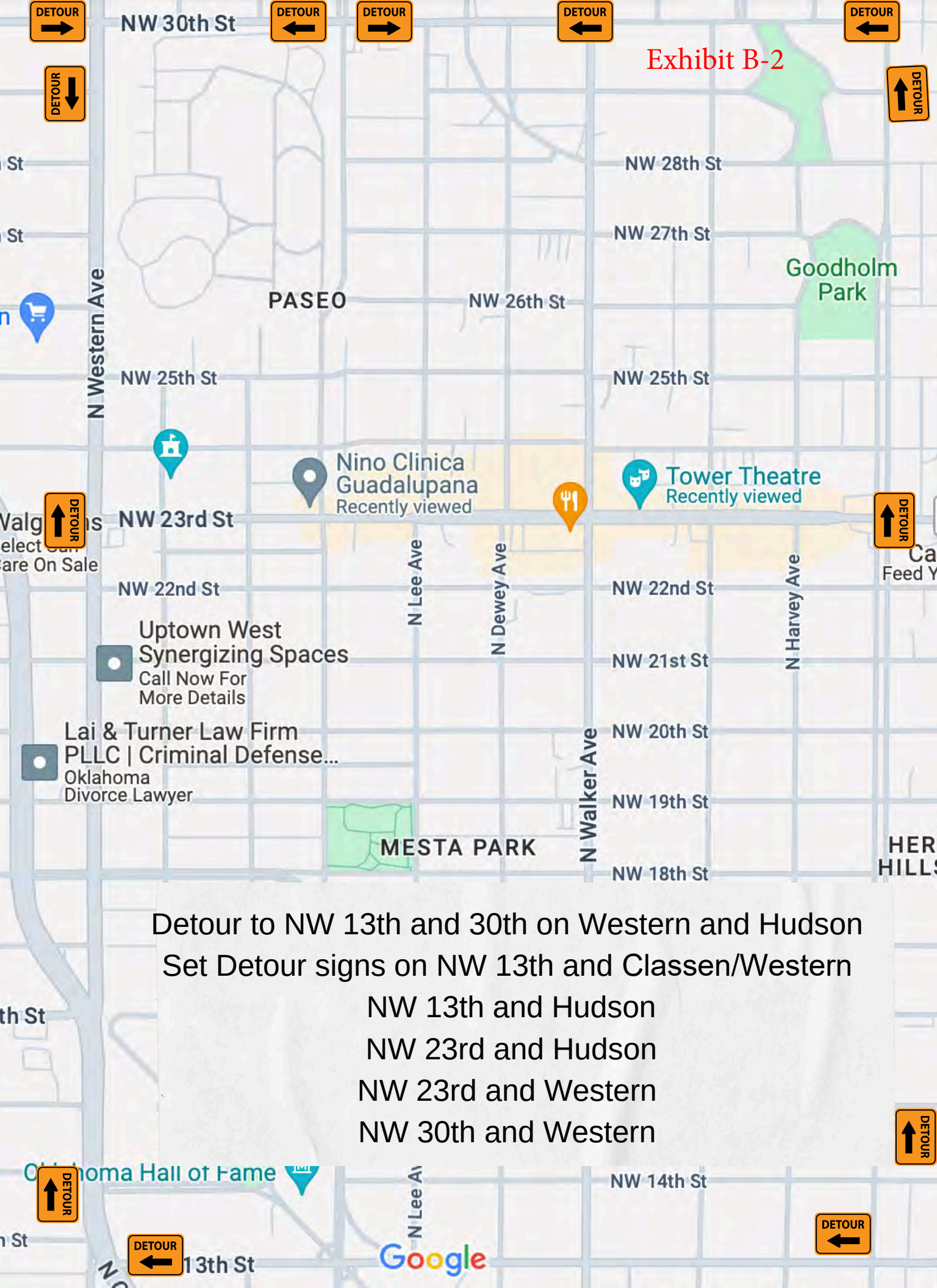


Exhibit B-2

Detour to NW 13th and 30th on Western and Hudson
Set Detour signs on NW 13th and Classen/Western
NW 13th and Hudson
NW 23rd and Hudson
NW 23rd and Western
NW 30th and Western



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, LaToya Mason
Name
as event coordinator of the Uptown Outside
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 09/14/2024
date(s)

[Signature] 08/13/2024
Signature Date

Subscribed and sworn before me this 13TH day of August, 2024.

My commission expires Aug. 22, 2027

[Signature]

Notary Public

S. LYNNISE HAMMON
Notary Public - State of Oklahoma
Commission Number 23011360
My Commission Expires Aug 22, 2027

Find additional info and forms @ www.okc.gov/specialevents

WARNING: The sender of this email could not be validated and may not match the person in the "From" field..

Find additional info and forms @ www.okc.gov/specialevents



The City of
OKLAHOMA CITY

SPECIAL EVENTS

Page 1

Approvals for street closures can be received either by signing this petition or via letters or e-mails.

STREET CLOSURE PETITION

EXAMPLE:

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
x		<i>John Smith</i>	1234 Street Name, OKC
x		Mary Joseph	letter attached 3456 Street Name, OKC
x		Jane Doe	e-mail attached - 91011 Street Name, OKC
x		<i>Peter Paul</i>	Pizza Palace - 5678 Street Name, OKC

Contact Name LaToya Mason
 Contact E-mail events@uptown23rd.com Phone 405-473-3714
 Street(s) will be closed on DATE:(mm.dd.yy) September 14, 2024 TIME 10 :AM
 Street(s) will re-open on DATE:(mm.dd.yy) September 14, 2024 TIME 11:59 :PM
 Street closure is from what street to what street? Hudson to Shartel on 23rd Street
Walker from 22nd to 25th, 25th from Walker to Shartel

We, the undersigned, have been notified of street closures associated with the event noted and agree or disagree with the closure. I understand that if I have concerns about the proposed closure, I can contact the event organizer or contact Oklahoma City's Special Events Office at (405) 297-2890

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
✓		<i>[Signature]</i>	<u>2220 N Shartel Ave #3</u>
✓		<i>Erica Langford</i>	<u>2309 n shartel Ave</u>
✓		<i>Wanda Crum</i>	<u>804 NW 23rd Ave OKC 73106</u>
✓		<i>[Signature]</i>	<u>2423 N Shartel Ave. 73103</u>
✓		<i>Marilyn Long</i>	<u>2501 N. Shartel 73103</u>
✓		<i>Kurt [Signature]</i>	<u>611 NW 24th</u>
✓		<i>Mar Malagon</i>	<u>601 NW 24th, 73103</u>
✓		<i>Eli Chanessa</i>	<u>616 NW 25th 73103</u>
✓		<i>Lynetta Ford</i>	<u>908 NW 25th 73103</u>



The City of
OKLAHOMA CITY

SPECIAL EVENTS

Page 2

STREET CLOSURE PETITION

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
✓		Josh Pahl	401 NW 24 th ST OKC, OK, 73103
✓		Josh Pahl	3713 NW 43 rd St OKC, OK 73112
✓		Josh Pahl	3013 NW 57 th St 73107
✓		Josh Pahl	3000 Mitchell Ave OKC
✓		Josh Pahl	9516 S Shields Blvd OKC 73160
✓		Josh Pahl	
✓		Amelia	835 W Sheridan Ave, OK city, OK 73106
✓		Hope Kaeny	2522 Countrywood Ln 73012 Edmond, OK
✓		Barbara	1205 Military Ct OKC OK 73118
✓		Barbara	543 NW 32 ND
✓		Barbara	
✓		Lin	2425 N Walker Ave.
✓		Kevin	422 NW 33 RD St OKC, OK 73118
✓		Kyle Wilson	308 Ridgcrest Rd Edmond OK 73013
✓		Amanda Roper	314 Ranchwood Blvd Yukon OK 73099
✓		Amanda Roper	1132 NW 80 th OKC, OK 73114
✓		Amanda Roper	433 NW 23 rd OKC, OK 73114
✓		Amanda Roper	434 NW 20 th OKC 73103
✓		Malisa Ryan	4435 2501 N Blackwelder
✓		Isabella Locke	2501 N Blackwelder
✓		Aspen Stenerson	660 Patterington Ave, Norman OK 73019



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Contact Name LaToya Mason

Contact E-mail events@uptown23rd.com

Phone 405-473-3714

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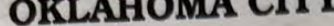
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Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
✓		<i>Shirley Marlow</i>	2400 Watermark Blvd, 2023, OKC, 73124
✓		<i>Taylon Reppa</i>	800 N OKLAHOMA AVE APT 1454 OKC, OKC 73104
✓		<i>Chadwick Anderson</i>	311 N. Ash St. Marlow, OK 73055
✓		<i>Kate Glasgow</i>	18101 Austin Pl Edmond, OK 73012
✓		<i>Logan Glasgow</i>	" Same "
✓		<i>Bernadette Gunkley</i>	7400 E. Reno Ave, MWC, OK 73100
✓		<i>Bria Bonker</i>	1328 NW 193rd St Edmond, OK 73012
✓		<i>Kymberly Wilkins</i>	4612 NW 33rd Terr. OKC, OK 73122
✓		<i>Sarah</i>	719 NW 23rd St OKC, OK 73103
✓		<i>Jason Torne</i>	1001 E Brink St Norman OK
✓		<i>Robert Paul</i>	2821 NW 65th St, OKC, OK 73116
✓		<i>Rayan Sokol</i>	2821 NW 65th St, OKC, OK 73116

Find additional info and forms @ www.okc.gov/specialevents



STREET CLOSURE PETITION

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x		<i>Peter Paal</i>	Pizza Palace - 5678 Street Name, OKC

Walker from 22nd to 25th, 25th from Walker to Shartel

		Signature of property owner or lessee	Street address & business name (if applicable)
Agree	Disagree		

Agree

Disagree

Signature of property
owner or lessee

Street address

& business name (if applicable)

X

Ryan M. Mink

700 NW 24th St.

4

[Handwritten signature]

2100 N Waller Ave

✓

mez

700 NW 25th St.

✓

Shen Fanch

775 NW 25th



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/15/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER American Specialty Insurance & Risk Services, Inc. 7609 W. Jefferson Blvd., Suite 100 Fort Wayne IN 46804		CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Arch Insurance Company NAIC # 11150	
INSURED Uptown 23rd District PO Box 1161 Oklahoma City OK 73103		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 1002271631**REVISION NUMBER:**

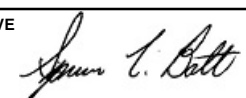
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		SNCGL4993400	09/09/2024	09/20/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			SNLIQ0252200	09/09/2024	09/20/2024	AGGREGATE LIMIT \$2,000,000 LIQUOR LIABILITY - E \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

- The City of Oklahoma City and Its Trusts shall be an Additional Insured, but only with respect to the operations of the Named Insured, and subject to the provisions and limitations of Form CG 2026 Additional Insured - Designated Person or Organization, but only with respect to UPTOWN OUTSIDE on September 14, 2024.

CERTIFICATE HOLDER

City of Oklahoma City and its Trusts 200 N Walker Ave Oklahoma City OK 73102	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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