

Campbell Art Park Use Application

Please provide the information applicable to the event.

EVENT TITLE: _____

EVENT CONTACT NAME: _____

DAYTIME PHONE: _____

CELL OR ALTERNATE PHONE: _____

E-MAIL: _____

ON-SITE CONTACT (FOR DAY OF EVENT)

(if different than above listing)

*If there is any change in the above information, please notify Oklahoma Contemporary immediately.

NAME: _____

CELL PHONE: _____

DESCRIPTION OF EVENT: _____

ESTIMATED ATTENDANCE: _____

INDICATE THE AREA TO BE USED ON THE 2 NW 11th STREET PROPERTY:

North Section,

Central Section,

South Section

EVENT DATE(s) : _____

PROPOSED OPENING AND CLOSING HOURS OF EVENT: _____

DESCRIBE PLANS FOR SECURITY: _____

DESCRIBE EVENT SET UP AND TEARDOWN WITH TIMELINE OF KEY ACTIVITIES:

PLEASE INDICATE WHETHER THE FOLLOWING ITEMS PERTAIN TO YOUR EVENT. USE THE SITE PLAN TO ILLUSTRATE THE LOCATION OF WHERE THESE ITEMS WILL TAKE PLACE.

YES

NO

___ ___ FOOD CONCESSION AND/OR FOOD PREPARATION AREA(S)

___ ___ CATERING
IF YOU INTEND TO COOK FOOD IN THE EVENT AREA
PLEASE SPECIFY PROPOSED METHOD (Gas, Electric, Charcoal, other)

___ ___ ALCOHOL

___ ___ SECURITY, FIRST AID FACILITY (IES) AND AMBULANCE(S)

___ ___ FENCING, BARRIER(S) AND/OR BARRICADE(S)

___ ___ DOES YOUR EVENT REQUIRE A POWER SOURCE

___ ___ BOOTH(S), EXHIBIT(S), DISPLAY(S) AND/OR ENCLOSURE(S)

___ ___ CANOPY AND/OR TENT(S)

Please include dimensions: _____

___ ___ SCAFFOLDING, BLEACHER(S), PLATFORM(S), GRANDSTAND(S), RELATED STRUCTURE(S)

Please include dimensions: _____

___ ___ VEHICLE(S) AND/OR TRAILER(S). HOW MANY?

___ ___ TRASH CONTAINER(S) AND/OR DUMPSTER(S)

___ ___ PORTABLE TOILET(S)

___ ___ STAGE(S)

Please include dimensions: _____

___ ___ INFLATABLE DEVICE(S), AMUSEMENT(S)

___ ___ BANNER(S) PLUS PROPOSED PLACEMENT

___ ___ AMPLIFIED SOUND If yes, please indicate
START TIME: _____ **END TIME:** _____

Additional Requirements: _____

Signature: _____ Date: _____

FOR OFFICE USE ONLY
Approval: YES _____ NO _____