

AMPHITHEATRE APPLICATION & INFORMATION

The floating stage has 1,600 square feet of performance space under the retractable vinyl fabric canopy and 300 square feet of back stage, including two small dressing rooms and restroom. The stage is accessible by a 4 x 16-foot ramp. The maximum audience capacity is 3,000, which is mostly grass seating forming a horseshoe in front of the stage. A limited amount of all-concrete seating is located in the area closest to the stage and may be suitable for reserved seating for some types of performances. Concessions facilities and limited restroom facilities are provided.

The sound and lighting system, located primarily on shore, provides an excellent basic system to accommodate a variety of community organizations and entertainers. The decibel level is not to exceed 100 DB and is monitored by the Authority. There are 300 paved parking spaces in the River West Festival Park adjacent to the stage. Another 1,000 spaces are located in West Tulsa Park and 1,000 spaces in the Old West Playground (see map). The stage has two 100-amp three-phase power distributions. There is easy accessibility to the stage from the Park and an 80 x 100-foot restricted access area for performers' RV's and other staging needs.

The River Parks Authority maintains exclusive rights for carbonated beverage and beer sales. A percentage of the sales may be negotiated back to the promoter if net sales exceed a certain dollar amount. The Authority will work with promoters on booking food vendors; 20 percent of gross food sales are payable to the River Parks Authority.

I. Small Event: No Ticket Sales; 700 Persons or Less; Minimum 4-hour Event.

Minimum Requirements:

Technical:

| | |
|--|----------|
| *1 Sound Technician @ \$30/hour..... | \$120.00 |
| *1 Lighting Technician @ \$30/hour..... | \$120.00 |
| 1 Stage Manager @ \$30/hour..... | \$120.00 |
| 2 Stage Operators @ \$15/hour..... | \$120.00 |
| Stage rental - 1 Day, 9 a.m. to midnight, & 1 evening of overnight security: | |
| Commercial..... | \$700.00 |
| Non-profit..... | \$500.00 |
| *House Sound System..... | \$100.00 |
| *House Lights (12 ellipsoidal spots)..... | \$120.00 |

Administrative:

| | |
|--|---------|
| 1 River Parks Authority Administrative Staff Member @ \$15/hour..... | \$60.00 |
|--|---------|

Security: (5 hour minimum)

Off-Duty Tulsa Police Officers

| | |
|----------------------------------|----------|
| 1 Supervisor @ \$23.50/hour..... | \$117.50 |
| 5 Officers @ \$20.50/hour..... | \$512.50 |

Security Guards (CLEET Certified)

| | |
|---|---------|
| Supervisor @ \$10.00/hour (# depends on scope of show)..... | \$____. |
| Security Guards @ \$9.00/hour (# depends on scope of show)..... | \$____. |

Clean-up:

Costs based upon size of event and scope of clean-up required. There are two options:

1. You may contract for clean-up services through the River Parks Authority for a minimum of \$300.
2. You may provide your own clean-up. A minimum deposit of \$300 will be applied to your contract fee and refunded if clean-up is to satisfaction of the Authority.

| | |
|------------------------------|----------|
| Minimum fee, or Deposit..... | \$300.00 |
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|-------------------------------|----------|
| <u>*Fencing:</u> | \$300.00 |
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**Optional; Negotiable Requirement*

II. Large Event; Optional Ticket Sales; Maximum 3,000 Capacity.

Minimum 4-hour Event.

Minimum Requirements:

Technical:

| | |
|--|----------|
| *2 Sound Technicians @ \$30/hour..... | \$240.00 |
| *2 Lighting Technicians @ \$30/hour..... | \$240.00 |
| 1 Stage Manager @ \$30/hour..... | \$120.00 |
| 2 Stage Operators @ \$15/hour..... | \$120.00 |
| Stage rental - 1 Day, 9 a.m. to midnight, & 1 evening of overnight security: | |
| Commercial..... | \$700.00 |
| Non-profit..... | \$500.00 |
| *House Sound System..... | \$100.00 |
| *House Lights (12 ellipsoidal spots)..... | \$120.00 |

Administrative:

| | |
|--|---------|
| 1 River Parks Authority Administrative Staff Member @ \$15/hour..... | \$60.00 |
|--|---------|

Security: (5 hour minimum)

Off-Duty Tulsa Police Officers

| | |
|----------------------------------|------------|
| 1 Supervisor @ \$23.50/hour..... | \$117.50 |
| 10 Officers @ \$20.50/hour..... | \$1,025.00 |

Security Guards (CLEET Certified)

| | |
|---|---------|
| Security Guards @ \$9.00/hour (# depends on scope of show)..... | \$____. |
| 1 Supervisor @ \$10.00/hour..... | \$50.00 |
| Neighborhood Guards (attendance over 1,200) @ \$74.50/hour..... | \$____. |

Clean-up:

Costs based upon size of event and scope of clean-up required. There are two options:

1. You may contract for clean-up services through the River Parks Authority for a minimum of \$300.
2. You may provide your own clean-up. A minimum deposit of \$300 will be applied to your contract fee and refunded if clean-up is to the satisfaction of the Authority.
Minimum fee, or Deposit.....\$500.00

Port-A-Johns:

| | |
|--------------------------------------|----------|
| *Rental and Cleaning (12 Units)..... | \$600.00 |
|--------------------------------------|----------|

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|-------------------------------|----------|
| <u>*Fencing:</u> | \$300.00 |
|-------------------------------|----------|

**Optional; Negotiable Requirement*

III. The rates listed are based on a four-hour performance. There will be additional charges for administrative staff hours if the promoter needs to use the facility for more than four hours. The stage will be available at 9 a.m. the day of a scheduled performance. The Festival Park curfew is 11 p.m.

IV. River Parks Authority reserves the right to adjust rates and/or require additional personnel, e.g., security and sound level monitors (100 DB (A) leq max.) when in the judgment of the Authority, it is necessary to protect the safety and well-being of performers, spectators, and/or neighborhood residents.

V. All props, chairs, podiums, etc. are to be provided by the performer.

VI. See additional Fee Schedule and Facilities & Equipment Rates.

VII. All user groups are required to meet the insurance requirement listed on Attachment A.

VIII. A deposit fee of \$200.00 is due when a performance date is requested to be held. One-half of the contract fee is due upon signing of contract (30 days prior to the performance date). The fee balance and certificate of insurance is due five working days prior to the performance date. Payments are to be in cash or money order.

**RIVER PARKS AUTHORITY
REYNOLDS FLOATING STAGE &
AMPHITHEATRE APPLICATION**



I. GENERAL INFORMATION

Performance: _____

Contact Name: _____

Group or Organization: _____

Address: _____

Phone: (day) _____ (evening) _____ (fax) _____

-
Email: _____

Check One: Profit ___ Non-profit ___ Ever held an event at River Parks? Yes ___ No ___
If yes, list event(s) and date(s) _____

Performance Description:

Day and Date (s) desired: _____

Rain Date desired: (1) _____ (2) _____

Anticipated Set-up Time: _____ Maximum Take-down Time: _____

Rehearsal Time (if necessary): _____ Performance Time: _____

Event Sponsor: _____

Crowd Control: (Fees to be charged to promoter)

Number of spectators expected: _____ Hours: _____

Number of non-performing support personnel: _____ Hours: _____

Security: (Fees to be charged to promoter) _____ Hours: _____

Traffic Control: (Fees to be charged to promoter)

Number of people: _____ Hours: _____

Note: River Parks may require security at events for crowd and traffic control, or overnight security to guard equipment set up for an event. The River Parks Authority reserves the right to require minimum levels of event security, including the ratio of off-duty police officers to private security guards. All security services are scheduled through a private contractor.)

Number of spectator vehicles expected: _____

Number of support personnel vehicles expected: _____

Type: Cars _____ Trucks _____ Vans _____

If trucks are expected, describe their size and purpose: _____

Will spectators be charged? Yes ___ No ___ If yes, what amount? _____

Name of ticket outlet(s): _____

River Parks Authority retains the sole right to issue performance and event permits for the usage of the River Parks facilities. This is not a contract. If accepted, you will receive a contract for your signature. This form implies no authority to hold an event at River Parks.

This Application must be received 45 days prior to the requested date for performance consideration.

Signature: _____ Date _____

Sponsor

For office use only:

II. PERFORMANCE ELEMENTS

A. Size of Performance Group

B. Names of Celebrity Performers

C. Description of Speeches or Ceremonies

D. Gifts or Prizes To Be Awarded? If Yes, Please Describe Type & Basis

E. Description of Advertising, Promotional Materials & Media Use

F. Description of Any Merchandising Planned in Connection with Performance

III. SOUND REQUIREMENTS (If Applicable)

Type and Quantity of Instrumentation (e.g. drums, keyboards, guitars):

Sound Equipment Available at the Amphitheatre:

- 1 16 Channel Allen & Heath Mixer
- 1 Bi-amped main speaker system, adequate for 3,000 people
- 4 Stage Monitors (One Sound Mix)
- 8 Microphones w/Cables and Stands
- 16 Channel Mic Cable Snake System from Stage to Tech Booth

Additional equipment is available and priced on request. Please list all sound needs including amphitheatre equipment:

Number of Microphones: _____

Type of Microphones (if specific mics required): _____

Locations: _____

Number of Direct Interfaces: _____

Number of Monitor Speakers Required: _____

Number of Monitor Mixes Required: _____

Special Effects Devices:

Reverb: _____ Delay: _____ Compressor/limiter: _____

Tape Machines:

Cassette: _____ Reel to Reel: _____

Special Requirements: _____

Lighting Needs: _____

STAGE PLOT: (Please sketch Stage Plot including monitor locations and microphone locations)