

# Tulsa International Airport

## Permit Application for Expressive Activity

This Permit Application must be delivered at least seven (7) calendar days, but not more than fourteen (14) calendar days, before the first date of the proposed activity. The Airport may reduce or waive the seven (7) calendar day advance requirement upon written request for good cause shown.

Permit Applications are to be submitted to the Receptionist at the Administrative Office of the Tulsa International Airport, Suite A211, Tulsa, Oklahoma.

Application is for:     Demonstration                       Distribution of Printed Material  
                                  Sale of Printed Material                       Solicitation

### 1. Applicant (Individual or Organization) Information

Name, mailing address, phone number and email address of Applicant (Individual or Organization)

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name, cell phone number and email address of Applicant individual signing this Application on behalf of the Applicant (Individual or Organization)

Name: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

If the proposed activity includes solicitation for donations or the sale of printed materials, attach a copy of the Applicant's letter from the Internal Revenue Service acknowledging the exempt status of the entity.

If the Applicant is a labor organization, identify the employer who is the subject of the proposed activity.

\_\_\_\_\_

2. Select Airport for Proposed Activity

Tulsa International Airport

3. Dates and Times Requested

Insert the dates and times requested for Applicant's proposed activity.

Dates: \_\_\_\_\_

Times: \_\_\_\_\_

The term of a permit shall not exceed thirty (30) days. A permit holder may apply for a new permit upon expiration of an existing permit. If there are multiple Applicants for the same period of time, the permit may be limited to specified hours of the day. An Applicant is limited to a maximum of four (4) hours per day of Expressive Activity and Expressive Activity is limited to fourteen (14) days during the term of a permit. Upon the issuance of a permit, the Airport will notify the Applicant of the Designated Area for the proposed activity.

4. Indicate Whether You Are Requesting Permission to Provide and Use an Informational Rack

Yes       No

5. Description of picket or demonstration signs and/or materials that will be used or available during the proposed activity (It is required that an Applicant provide examples/samples for review and approval)

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6. Full printed names of expected participants

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The permit holder and each participant will be required to sign the attached "Prohibited Conduct" form prior to engaging in the proposed activity. Unless otherwise expressly authorized in a permit, no more than four (4) participants may engage in the distribution of printed material, sale of printed material, or solicitation and no more than eight (8) participants may engage in a demonstration on behalf of a permit holder at any one time.

7. Signature Collecting; Solicitation and Sale for Immediate Receipt of Funds

Signature collecting and the continuous and repetitive solicitation and/or sale of printed materials for immediate receipt of funds are prohibited. Confirm that Applicant will not be soliciting donations for the immediate receipt of funds, selling or attempting to sell printed material for the immediate receipt of funds, or collecting or attempting to collect signatures for any purpose.

Confirm

8. Certification

The undersigned individual certifies that he/she is authorized to submit this Permit Application on behalf of the Applicant and that the information furnished in this Application is true and accurate.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

# Tulsa International Airport and R. L. Jones, Jr. Airport

## Prohibited Conduct

- A. Unless otherwise expressly agreed to by the Airport in writing, all permits for Expressive Activity are subject to the following conditions and all permit holders and participants must acknowledge such conditions by agreeing to them in writing prior to engaging in any Expressive Activity.
1. A permit holder and participants shall not solicit donations for the immediate receipt of funds or offer for sale or attempt to sell flyers, brochures, pamphlets, books, or forms of like written or printed material for the immediate receipt of funds. Receipt of funds means cash, checks, credit card transactions, or anything else of value. A permit holder and participants shall not receive or accept any immediate donation or immediate payment of funds from any person.
  2. A permit holder and participants shall engage in approved Expressive Activity only in the Designated Area and only during the days and times approved by the permit.
  3. A permit holder and participants shall not gather or attempt to gather signatures on Airport property.
  4. A permit holder and participants shall not obstruct, delay or interfere with the free movement of any individuals on the Airport, whether through verbal communication, unwanted physical contact, threatened unwanted physical contact or otherwise, including but not limited to, blocking Airport sidewalks, doorways or roadways.
  5. A permit holder and participants shall not intimidate or harass any individuals on the Airport, including through threats of unwanted physical contact or repetitive verbal communications or solicitations.
  6. A permit holder and participants shall not engage in approved Expressive Activity in a location other than the Designated Area identified in the issued permit.
  7. A permit holder and participants shall not call out, hawk or shout to individuals on Airport property regarding printed material that is being distributed or sold.
  8. A permit holder and participants shall not shout, chant or otherwise amplify one's own voice, or otherwise create noise to the extent that such shouting, chanting, voice amplification, or noise becomes a distraction to drivers on the roadway, interferes with the ability of passengers to hear announcements being made over the Airport's public address system, interferes with the ability of airlines and other Airport tenants to conduct their businesses, or interferes with the safe and orderly operation of the Airport.

9. A permit holder and participants shall not obstruct, delay or interfere with the movement of motor vehicles.
  10. A permit holder and participants shall not sell, distribute, or hand out any type of food or drink while engaged in Expressive Activity.
  11. A permit holder and participants shall not attempt to pin, tie, or attach any symbol, insignia, article or object to the clothing, luggage, or vehicle of any person without the person's express permission.
  12. A permit holder and participants shall not use any Airport building or facility for lodging or sleeping purposes.
  13. A permit holder is permitted to provide and use an informational rack. The informational rack shall not be left unattended and shall be removed and reinstalled on a day-to-day basis. An applicant shall identify in its application that it proposes to use an informational rack.
  14. Except for the informational rack, physical obstructions are prohibited by a permit holder, including but not limited to, tables and chairs.
  15. For Expressive Activity inside the Airport terminal, a permit holder and participants may not display materials (posters, signs and charts) that exceed 1' by 1' in size and such materials shall be professionally prepared. Display materials shall not be taped to walls or windows and display materials shall be removed and reinstalled on a day-to-day basis.
  16. A permit holder and participants shall not use picket or demonstration signs that exceed 2' x 3' in size. Picket or demonstration signs may not be attached to poles longer than six (6) feet in length and may not be carried into the Airport terminal.
  17. Per security policy and procedures set by the Transportation Security Administration (TSA) and the Federal Aviation Administration (FAA), no bags, luggage or personal items shall be left unattended while at the Airport. Any materials left unattended will be disposed of by the Airport.
  18. A permit holder and participants shall properly display evidence of the issued permit.
  19. In its use of the Airport property, a permit holder and participants shall comply with all applicable state, federal and city laws, ordinances, rules, and regulations regarding its activities, and the operation, maintenance, and use of the Airport.
- B. Persons engaged in Expressive Activity shall exercise care to maintain areas in use in a safe and clean condition, shall remove any and all litter caused by their activities, shall not discard or abandon or leave unattended on Airport premises any boxes, or other containers or literature, food or other paraphernalia, except if properly disposed of in Airport trash receptacles.

- C. Persons engaged in Expressive Activity shall conduct their activities on Airport premises at their own risk and shall exercise all reasonable diligence and precaution to avoid damage to property or injury to other persons. Persons engaged in Expressive Activity shall be liable for any and all damage to property, including but not limited to, Airport property caused by their participation in Expressive Activity.
  
- D. If any person engaged in Expressive Activity is involved in an accident or other incident in which any person is injured or property is damaged, the person or the person's authorized representative shall immediately notify the Airport's Police Dispatch at 918-838-5030. The Police Dispatch will coordinate any required action, including first responders for medical attention.

I, as a permit holder and/or a participant in the activity described in the Permit Application, agree to abide by the Prohibited Conduct set forth above and Tulsa International Airport and R. L. Jones, Jr. Airport Policy on Free Speech and Expressive Activity available on the Airport's website at [www.tulsaairports.com](http://www.tulsaairports.com).

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_