



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Friendship LIFE Fest Date(s) of Event: September 21, 2019
Location Address: 1709 N MADISON AVE E Council District(s): 1
Event Description: Resource Fair and Bouncy Houses, Games & Music.
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Lane Closure, Live Entertainment, Sidewalk Closure, Street Closure
Anticipated Attendance: Total: 150 Per Day: 0
Anticipated Participants: Total: 0 Per Day: 0
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: LIFE Senior Services Inc Website: http://www.lifeseniorservices.org/seniorline/default.asp
Chief Officer of Host Organization: Angela Austin
Email and Phone: aaustin8052@gmail.com 918-304-9648
Applicant Name: Angela Austin
Email and Phone: aaustin8052@gmail.com 918-304-9648
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Willie Mosely Mobile: 918-582-4491
Billing Contact: LIFE Senior Services Inc Phone: 918-304-9648
Billing Address: 1224 Phoenix
Tulsa OK 74127

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/21/2019 Time: 9:00 am
Street Closure for Event Setup: Date: 09/21/2019 Time: 09:00 am
Street(s) to be Closed for Event Setup: Block Madison Ave and Seminole St as well as Madison Ave and Reading St. Block street space in front of the church.

Event Start: Date: 09/21/2019 Time: 11:00 am
Street Closure for Event Start: Date: 09/21/2019 Time: 9:00 am
Street(s) to be Closed for Event Start: See TCP Map
Run, Walk, Parade Start Time: NA
Daily Event Hours: 11 am to 3 pm.

Event End: Date: 09/21/2019 Time: 3:00 pm
Street Reopens after Event End: Date: 09/21/2019 Time: 4:00 pm

Event Teardown: Date: 09/21/2019 Time: 3:00 pm
Street Reopens after Event Teardown: Date: 09/21/2019 Time: 4:00 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 1
Number of Food Trucks: 0
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal, Electric, Gas
Number of Item Vendors: 10 Number of Service Vendors: 2
Number of Tents/Canopies: 0 Provider and Phone: NA
Number of Inflatables: 2 Provider and Phone: LIFE Senior Services- Mickey Hinds
918-688-9484,
Number of Amusement Rides: 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: NA,

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Contact, Email and Phone: Donnie Johnson (TPD)
918-810-1538

Medical and/or First Aid Services: Contact, Email and Phone: NA

Traffic Control Barricade Company: Contact, Email and Phone: TBD

Equipment Setup: Date: 09/21/2019 Time: 9 am Equipment Pickup: Date: 09/21/2019 Time: 4 pm

Crowd Management Fencing Company: Contact, Email and Phone: NA

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Parking Type: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): LIFE Senior Services
Friendship Church

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: NA

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: NA

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 11:00 am

Finish Time: 3:00 pm

Please describe the sound equipment that will be used for your event:

Speakers (2)

Sound checks conducted prior to the event: Yes

Start Time: 10:00 am

Finish Time: 10:30 am

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

Balloons, Signs

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Dumpsters on property to be utilized, Volunteers to assist with clean-up; and, hosting agencies to complete clean-up tasks.

Number of Trash Receptacles: 1

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Other entities, Places of Worship

Avidavit of Applicant

I certify that the information contained in this Application is true and correct to the best of my knowledge and belief. That I have read, understand, and agree to abide by the rules and regulations governing this Event. I agree to comply with all requirements of the City, County and State, and any other regulatory entity related to this Event. I agree to pay and be financially responsible for any costs and fees that may be incurred by the City of Tulsa due to the Event. I further agree to indemnify and hold harmless the City of Tulsa, and all City of Tulsa officers, employees, agents, representatives, from any claims (including cost of defending such claims) or damages that may arise from activities related to the Event. I understand that a Permit does not excuse my failure to comply with orders of law enforcement personnel, firefighters, City Event personnel, or emergency workers, and does not provide immunity from civil claims of third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

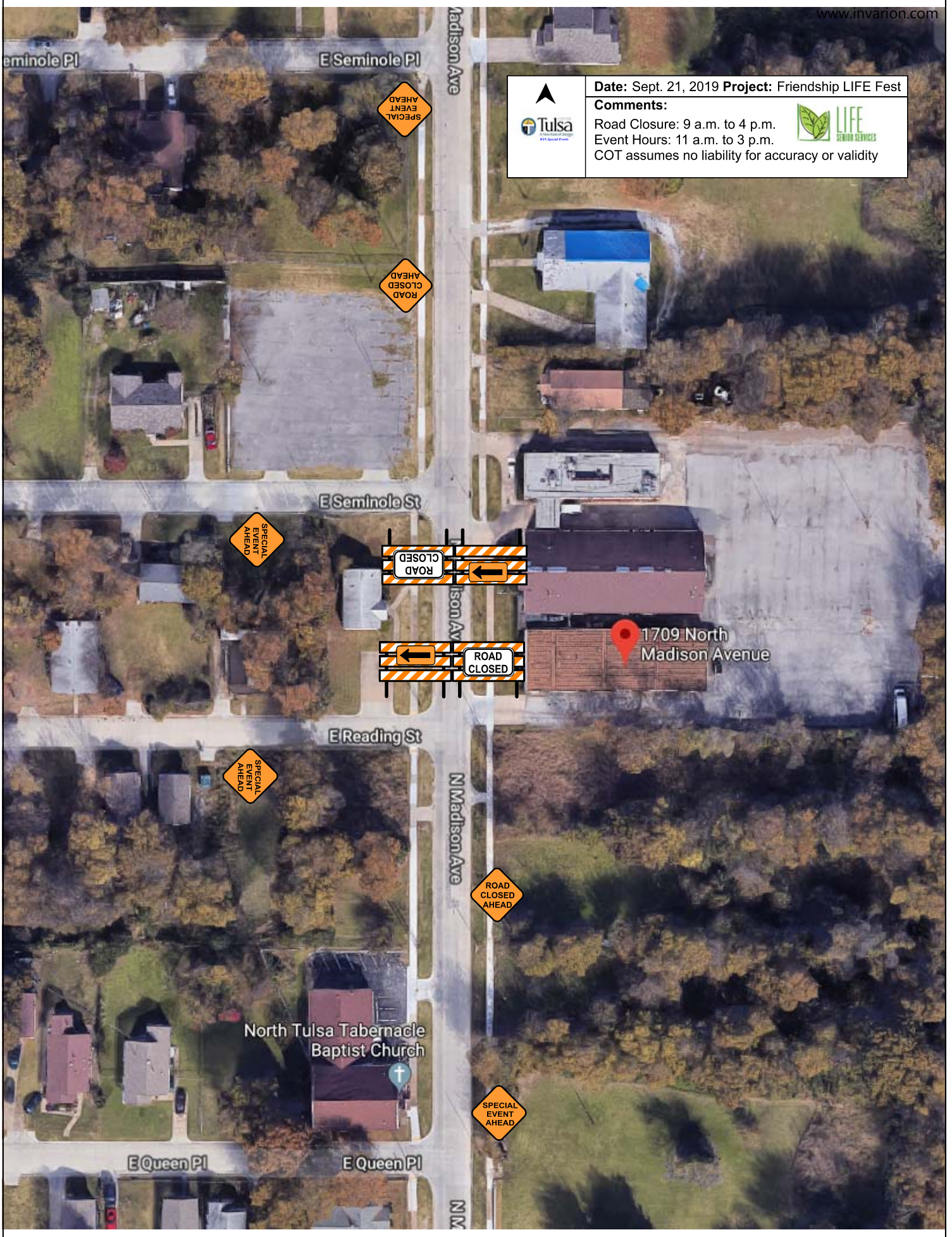
For City of Tulsa Special Events Committee Use Only



Date received: 08/30/2019 Date routed: 09/11/2019 Date for review: 09/18/2019

Special Events Committee Recommendation: _____ Yes No
Date routed to Mayor: _____ Mayor's Recommendation: _____ Yes No

Date routed to Council: _____ City Council Approval: _____ Yes No

Date Permit Issued: _____ Comments: Form revised, map created & outstanding fees 09/11/2019.



	Date: Sept. 21, 2019 Project: Friendship LIFE Fest
	Comments: Road Closure: 9 a.m. to 4 p.m. Event Hours: 11 a.m. to 3 p.m. COT assumes no liability for accuracy or validity
	

SPECIAL EVENT AHEAD

ROAD CLOSED AHEAD

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1709 North Madison Avenue

North Tulsa Tabernacle Baptist Church

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