



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: Neighborhood BBQ Bash Date(s) of Event: Sept. 21, 2019  
Location Address: 1101 S SANDUSKY AVE E Council District(s): 4  
Event Description: Cook Out, Band, Food Truck and Inflatables  
**Event Category:** Festival/Celebration  
**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Live Entertainment, Private Property  
Anticipated Attendance: Total: 200 Per Day: 200  
Anticipated Participants: Total: 200 Per Day: 200  
Number of Events for Monthly Event: NA

### **Host Organization, Applicant and Professional Event Organizer Information**

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Host Organization: Paul & Sharon Ortiz Website: NA  
Chief Officer of Host Organization: Lori Carpenter  
Email and Phone: lori.carpenter@sanduskyave.com 918-834-4427  
Applicant Name: Lori Carpenter  
Email and Phone: lori.carpenter@sanduskyave.com 918-834-4427  
Professional Event Organizer: NA  
Email and Phone:  
On-site Contact: Lori Carpenter Mobile: 918-691-7375  
Billing Contact: Sandusky Ave. Christian Church Phone: 918-834-4427  
Billing Address: 1101 S Sandusky Ave  
Tulsa OK 74112

## ***Event Timeline and Lane/Street Closure Information***

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**Event Setup:** Date: 09/21/2019 Time: 8 AM  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA

**Event Start:** Date: 09/21/2019 Time: 11 AM  
Street Closure for Event Start: Date: 09/21/2019 Time:  
Street(s) to be Closed for Event Start: NA  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 11 a.m. to 2 p.m.

**Event End:** Date: 09/21/2019 Time: 2:00 PM  
Street Reopens after Event End: Date: Time:

**Event Teardown:** Date: 09/21/2019 Time: 2:00 PM  
Street Reopens after Event Teardown: Date: Time:

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 1  
Number of Food Trucks: 1  
Food Cooked on-site: Yes Fuel(s) to be used: Gas  
Number of Item Vendors: 1 Number of Service Vendors: 1  
Number of Tents/Canopies: (1) 20x60 Provider and Phone: ABCO  
918-583-6557  
Number of Inflatables: 2 Provider and Phone: Bouncers King  
918-813-7498,  
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**

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Security and/or Police: Contact, Email and Phone: NA

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

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

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

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**

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Event Sponsor(s): NA

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**

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Number of Stages: 1

Number of Performers/Bands: 2

Performer/Band name and music type: Church Members with a variety of music

Sound Amplification: Yes

Start Time: 11:30 AM

Finish Time: 1:30 PM

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

Sound Board and Speakers

Sound checks conducted prior to the event: Yes

Start Time: 11:15 AM

Finish Time: 11:30 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:

NA

**Mitigation of Impact**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Clean up all trash and put it in our dumpster

Number of Trash Receptacles: 4

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Neighborhood Association

**Avidavit of Applicant**

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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

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**For City of Tulsa Special Events Committee Use Only**

Date received: 08/05/2019      Date routed: 09/18/2019      Date for review: Email/Website

Special Events Committee Recommendation: \_\_\_\_\_  Yes  No  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 09/18/2019

**You are invited to a Neighborhood BBQ Bash!**

On Saturday, September 21st we are having one big outdoor party and you and your family is invited! There will be a BBQ Cook-Off Contest that anyone can enter with trophies and a cash prize being awarded! When the awards are done then we will all get to eat some good BBQ! We will also have hamburgers and hotdogs!

Along with some great food we will have inflatables for the kids and live music! For dessert the "Coffee House on Your Street" food truck will be here with free desserts and iced coffees! Did I mention it's all free? Yip it is! So grab your lawn chair, your kids and some neighbors and come hang out for a while! It all starts at 11:00 and ends at 2pm!

To enter the BBQ Cook-Off call the office at 918-834-4427 for instructions and to let us know what yur a cookin!

**Sandusky Ave. Christian Church**

**1101 S. Sandusky**

**Tulsa, OK 74112**

**918-834-4427**

Non Profit

US Postage PD

PERMIT

No. 25

Tulsa, OK

# Neighborhood BBQ Bash!

*Bring the whole family!*

**BBQ COOK OFF  
CONTEST!**

**Lunch at 11:45!**

Inflatables for the kids!

Hamburgers and Hot Dogs

And... **BBQ!!**

Live Music!

"Coffee House on Your Street"

Dessert Truck will be here with  
desserts and iced coffees !

**Where? Sandusky Ave. Christian Church**

**1101 S. Sandusky Ave. (In the parking lot!)**

**When? Saturday, Sept. 21st**

**What Time? 11:00 am — 2 pm**

**Cost: FREE!**

*Come Meet Your Neighbors!*



1101 S Sandusky Ave, Tulsa, Oklahoma 74119, United States

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TOLEDO AVE

E 11th St S

E 11TH ST S&S  
TOLEDO AVE

S Sandusky Ave

S Toledo Ave

Eating

Bounce Houses

Food Truck

BAND

Parking

50 feet

0 m

