



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: MOJOFest Date(s) of Event: October 5, 2019  
Location Address: 304 S TRENTON AVE E Council District(s): 4  
Event Description: Small Festival featuring local and national music acts, art booths, food vendors. Family friendly, celebrating the Tulsa Sound inspired by local drummer, Jamie Oldaker who made it to fame with Eric Clapton. Jamie got his start at The Church Studio with Leon Russell. All proceeds benefit Day Center for Homeless and The Church Studio Music Foundation, 2 public charities.

**Event Category:** Festival/Celebration

**Event Includes:** Amplified Sound, Beer/Alcohol Sales, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Private Property, Street Closure

Anticipated Attendance: Total: 1000 Per Day: 750

Anticipated Participants: Total: 50 Per Day: 35

Number of Events for Monthly Event: NA

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

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Host Organization: The Church Studio Music Foundation Website: https://thechurchstudio.com/

Chief Officer of Host Organization: Teresa Knox

Email and Phone: teresaknox918@gmail.com 918-521-4678

Applicant Name: Teresa Knox

Email and Phone: teresaknox918@gmail.com 918-521-4678

Professional Event Organizer: Same

Email and Phone:

On-site Contact: Amber Acosta Mobile: 918-344-7340

Billing Contact: The Church Studio Music Foundation Phone: 918-521-4678

Billing Address: 4752 East 114th Street  
Tulsa OK 74137

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

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**Event Setup:** Date: 10/05/2019 Time: Noon  
Street Closure for Event Setup: Date: 10/05/2019 Time: Noon  
Street(s) to be Closed for Event Setup: Trenton Ave between 3rd St and 4th St

**Event Start:** Date: 10/05/2019 Time: 4pm  
Street Closure for Event Start: Date: 10/05/2019 Time: Noon  
Street(s) to be Closed for Event Start: See TCP Map  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 4 to 11pm

**Event End:** Date: 10/05/2019 Time: 11pm  
Street Reopens after Event End: Date: 10/05/2019 Time: Midnight

**Event Teardown:** Date: 10/05/2019 Time: 11pm  
Street Reopens after Event Teardown: Date: 10/05/2019 Time: Midnight

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Wine Sales, High point beer sales  
Number of Food Vendors: 6  
Number of Food Trucks: 2  
Food Cooked on-site: No Fuel(s) to be used:  
Number of Item Vendors: 30 Number of Service Vendors: 0  
Number of Tents/Canopies: 1 10x10 Provider and Phone: Vendor owned  
Number of Inflatables: 0 Provider and Phone: NA  
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: Off-duty TPD Chris Witt (918) 586-6054  
cwitt@cityoftulsa.org  
First Strike Security Ron Owens  
contactfirststrike@gmail.com

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

Traffic Control Barricade Company: Contact, Email and Phone: Action Safety Supply  
(918) 234-8222

Equipment Setup: Date: 10/05/2019 Time: Noon Equipment Pickup: Date: 10/07/2019 Time: Noon

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

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

Parking Type: Street, 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): The Church Studio  
Teresa Knox

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: The Church Studio  
SwamHouse Restaurant  
Mango's Cuban Cafe  
Hummingbirds  
Adorn Designs  
MAC Electric

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 5

Performer/Band name and music type: John Fullbright  
Paul Benjamin  
Ann Bell  
TBD  
ROCK

Sound Amplification: Yes

Start Time: 4pm

Finish Time: 11pm

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

TBD

Sound checks conducted prior to the event: Yes

Start Time: 3pm

Finish Time: 4pm

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: Cleanup to start directly after event.

Number of Trash Receptacles: 12

Number of Dumpsters: 2

Number of Recycling Containers: 12

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Businesses, Neighborhood Association

**Affidavit 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: 07/08/2019      Date routed: 09/23/2019      Date for review: 10/02/2019

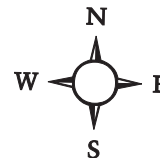
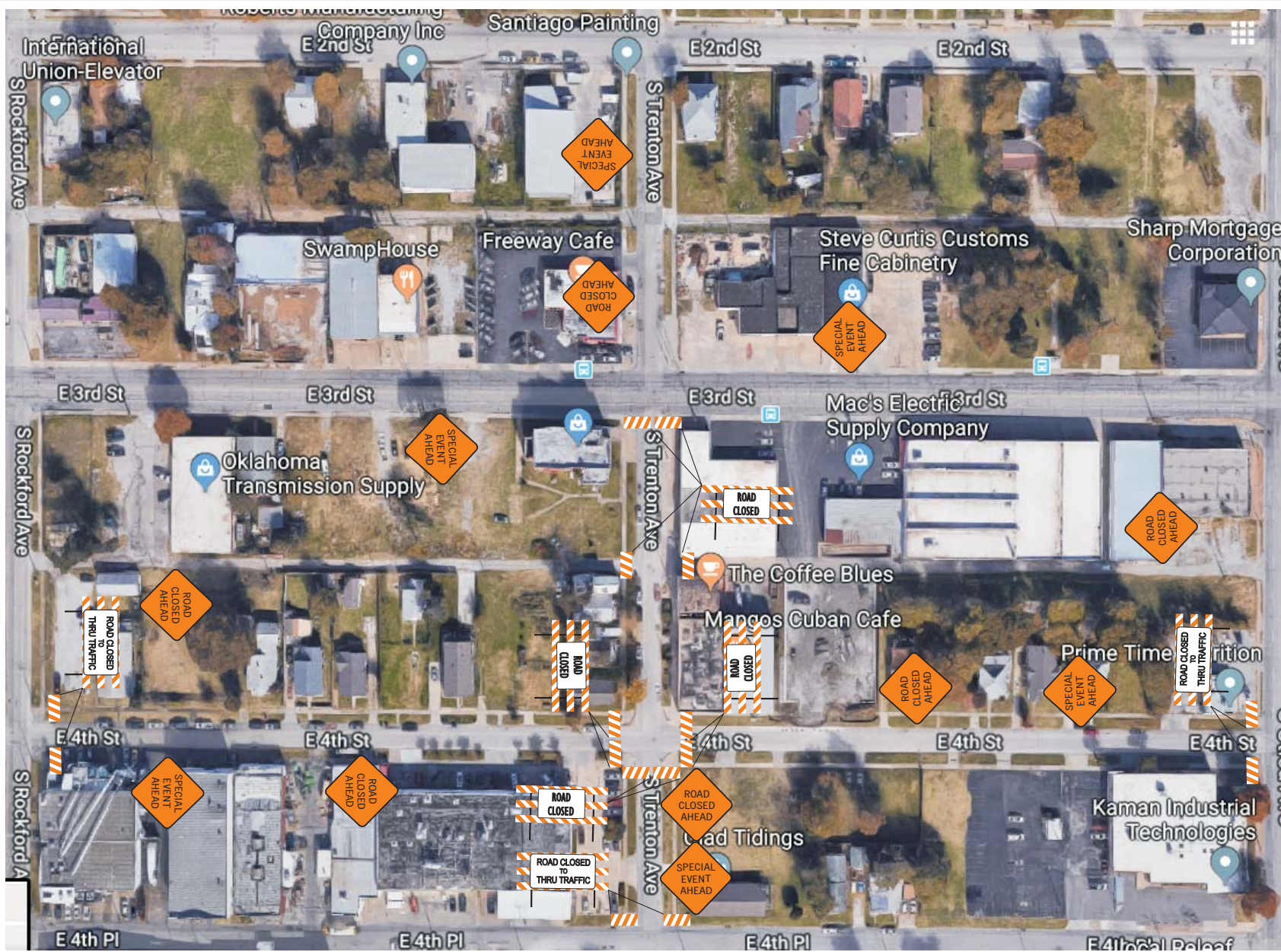
Special Events Committee Recommendation: 09/25/2019       Yes  No  Yes  No

Date routed to Mayor: 09/26/2019      Mayor's Recommendation: \_\_\_\_\_  Yes  No

Date routed to Council: 09/26/2019      City Council Approval: \_\_\_\_\_  Yes  No

Date Permit Issued: \_\_\_\_\_      Comments: Form revised (information) 09/23/2019. TCP map subject to change.





Owner	Mojo Fest	Project Number	
Project Name		Traffic Control Contractor	
Prime Contractor	Action Safety Supply Co.	Date	
Plan	Sheet Number	2nd Revision	07-10-19
Prepared By	Ben Hill		