



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Brush Creek Bazaar Date(s) of Event: October 12-13, 2019
Location Address: 10900 S LOUISVILLE AVE E Council District(s): 8
Event Description: Fall festival where vendors sell their product/hand crafted items, entertainment, kids zone, and food.
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Live Entertainment, Food Sales, Merchandise Sales, Private Property
Anticipated Attendance: Total: 2500 Per Day: 1250
Anticipated Participants: Total: 70 Per Day: 70
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Teen Challenge of Oklahoma Website: <https://www.brushcreekacademy.com>
Chief Officer of Host Organization: Michael Lokey
Email and Phone: michael.lokey@okteenchallenge.com 918-435-8206
Applicant Name: LaTisha Boney
Email and Phone: tisha.boney@thecrosschristian.com 918-435-8206
Professional Event Organizer: NA
Email and Phone:
On-site Contact: LaTisha Boney Mobile: 918-864-2924
Billing Contact: Teen Challenge of Oklahoma Phone: 918-435-8206
Billing Address: S 510 Rd S 510 Rd
Disney OK 74340

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/11/2019 Time: 7am
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 10/12/2019 Time: 8am
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: NA
Run, Walk, Parade Start Time: NA
Daily Event Hours: Saturday 8am-6pm
Sunday 8am-5pm

Event End: Date: 10/13/2019 Time: 5pm
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 10/13/2019 Time: 5pm
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 3
Number of Food Trucks: 4
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 60 Number of Service Vendors: 0
Number of Tents/Canopies: 4 Provider and Phone: 10 x 10, 10 x 20, 40 x 20, 30 x 60
Integrity Rental (918) 369-9494
Number of Inflatables: 1 Provider and Phone: Show It Off Inflatables (918) 232-1196,
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: Volunteers from Teen Challenge
Office: (918) 435-8206
Cell: (918) 864-2924
Email: tisha.boney@thecrosschristian.com

Medical and/or First Aid Services: Contact, Email and Phone: We will have basic first aid in our hospitality tent.
Tisha Boney: (918) 864-2924

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: Unpaved Lot, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): McGraw Realtors, Blue Sky Bank, FirstTitle, The Barn of Tulsa, Teen Challenge of Oklahoma, and AMC Mortgage

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: At Your Service: (918) 272-0568

Total Number of Portable Toilets: 1 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/11/2019 Time: 8am

Equipment Pickup: Date: 10/14/2019 Time: 8am

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 18

Performer/Band name and music type: Jazz, country, christian, dancers

Sound Amplification: Yes

Start Time: 8am

Finish Time: 6pm

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

New Behringer Eurolive VP2520 portable speakers. Used American Audio power amplifier, and CAD handheld wired vocal Mic.

Sound checks conducted prior to the event: Yes

Start Time: 7:30am

Finish Time: 8am

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:

We will have banners directing traffic and exiting traffic

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: American Waste Control is to set up a dumpster on site the week of the event and remove it.

Number of Trash Receptacles: 10

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: We have just met with Mrs. Carol McGraw. No road closure.

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: 09/05/2019 Date routed: 10/09/2019 Date for review: Email/Website

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 10/09/2019.

