



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Fall Free for All Date(s) of Event: October 27, 2019
Location Address: 1915 E 3RD ST S Council District(s): 4
Event Description: Fall Family Carnival with a road closure on Wheeling Ave between 2nd St and 3rd Street.
Family fun event with games and inflatables.

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Public Right of Way, Street Closure

Anticipated Attendance: Total: 500 Per Day: 500

Anticipated Participants: Total: 0 Per Day: 0

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: The Church at Downtown Website: https://battlecreekchurch.com/downtown/

Chief Officer of Host Organization: Josiah Guajardo

Email and Phone: 505-400-8445

Applicant Name: Lauren Meadors

Email and Phone: lmeadors@thechurch.at 918-355-3699

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Abigail Fixico Mobile: 918-999-2634

Billing Contact: The Church at Downtown Phone: 918-355-3699

Billing Address: 1915 East 3rd Street
Tulsa OK 74104

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/27/2019 Time: 10am
Street Closure for Event Setup: Date: 10/27/2019 Time: 10am
Street(s) to be Closed for Event Setup: Wheeling Ave between 2nd St & 3rd St

Event Start: Date: 10/27/2019 Time: 12:30pm
Street Closure for Event Start: Date: 10/27/2019 Time: 10am
Street(s) to be Closed for Event Start: Wheeling Ave between 2nd St & 3rd St
Run, Walk, Parade Start Time: NA
Daily Event Hours: 12:30 to 3pm

Event End: Date: 10/27/2019 Time: 3pm
Street Reopens after Event End: Date: 10/27/2019 Time: 3pm

Event Teardown: Date: 10/27/2019 Time: 2:30pm
Street Reopens after Event Teardown: Date: 10/27/2019 Time: 3pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: Yes Fuel(s) to be used: Gas
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 0 Provider and Phone: NA
Number of Inflatables: 2 Provider and Phone: Bouncer's Kingdom
9188137498,
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: Tulsa County Sheriff's Office
Phone Pending

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

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems
918-425-4550

Equipment Setup: Date: 10/27/2019 Time: 10am Equipment Pickup: Date: 10/27/2019 Time: 3pm

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): 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

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: No

Start Time:

Finish Time:

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

NA

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Church employees and Final touch staff will be cleaning up during and after the event

Number of Trash Receptacles: 5

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, Schools, Businesses, 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: 07/20/2019 Date routed: 10/15/2019 Date for review: 10/23/2019


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 and map revised & outstanding fees 10/15/2019.



	Date: Oct. 27, 2019 Project: Fall Free for All
	Comments: Road Closure: Sunday 10 a.m. to 3 p.m. Event Hours: Sunday 12:30 a.m. to 3 p.m. Parking Lanes not Shown Drawing not to Scale COT assumes no liability for accuracy or validity