



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Turkey Distribution Date(s) of Event: 11/25-27/2019
Location Address: 2027 N MARTIN LUTHER KING JR BLVD E Council District(s): 1
Event Description: Feed families in need
Event Category: Miscellaneous
Event Includes: Public Right of Way, No Parking Signage, Private Property, Street Closure
Anticipated Attendance: Total: 4000 Per Day: 1250
Anticipated Participants: Total: 4000 Per Day: 1250
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: John 3:16 Mission Website: https://john316mission.org/
Chief Officer of Host Organization: Steven Whittaker
Email and Phone: smw@john316mission.org 918-587-1186
Applicant Name: Matthew Glosson
Email and Phone: mglosson@john316mission.org 918-587-1186
Professional Event Organizer: Same
Email and Phone:
On-site Contact: Brian Bost Mobile: 918-894-2608
Billing Contact: John 3:16 Mission Phone: 918-587-1186
Billing Address: 2027 Martin Luther King Junior Boulevard
Tulsa OK 74106

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 11/24/2019 Time: 3:00 pm
Street Closure for Event Setup: Date: 11/24/2019 Time: 3:00 pm
Street(s) to be Closed for Event Setup: Ute Place from MLK Jr Blvd one block east

Event Start: Date: 11/25/2019 Time: 7:00 am
Street Closure for Event Start: Date: 11/24/2019 Time: 3:00 pm
Street(s) to be Closed for Event Start: Ute Place from MLK Jr Blvd one block east
Run, Walk, Parade Start Time: NA
Daily Event Hours: 11/25-26/2019 7:00 am to 7:00 pm
11/27/2019 7:00am to 3:00pm

Event End: Date: 11/27/2019 Time: 3:00 pm
Street Reopens after Event End: Date: 11/27/2019 Time: 4:00 pm
Event Teardown: Date: 11/27/2019 Time: 4:00 pm
Street Reopens after Event Teardown: Date: 11/27/2019 Time: 4:00 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 0 Provider and Phone: NA
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

Security and/or Police: Contact, Email and Phone: Keys Security 918-927-6134

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

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

Equipment Setup: Date: 11/22/2019 Time: 3:00 pm Equipment Pickup: Date: 11/27/2019 Time: 4:00 pm

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

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

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): John 3:16 Mission

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: Port-A-John 918-836-8657

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 4

Equipment Setup: Date: 11/22/2019 Time: 3:00 pm

Equipment Pickup: Date: 11/27/2019 Time: 4:00 pm

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: 0

Finish Time: 0

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

NA

Sound checks conducted prior to the event: No

Start Time: 0

Finish Time: 0

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:

Signs to let public know they can receive turkeys.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will have 2 large dumpsters. 1 container for recycling and 2 for trash. Volunteers and staff will help clean.

Number of Trash Receptacles: 4

Number of Dumpsters: 2

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: Shiplely Container Service 918-583-5317

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Schools

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: 07/22/2019 Date routed: 10/29/2019 Date for review: 11/06/2019

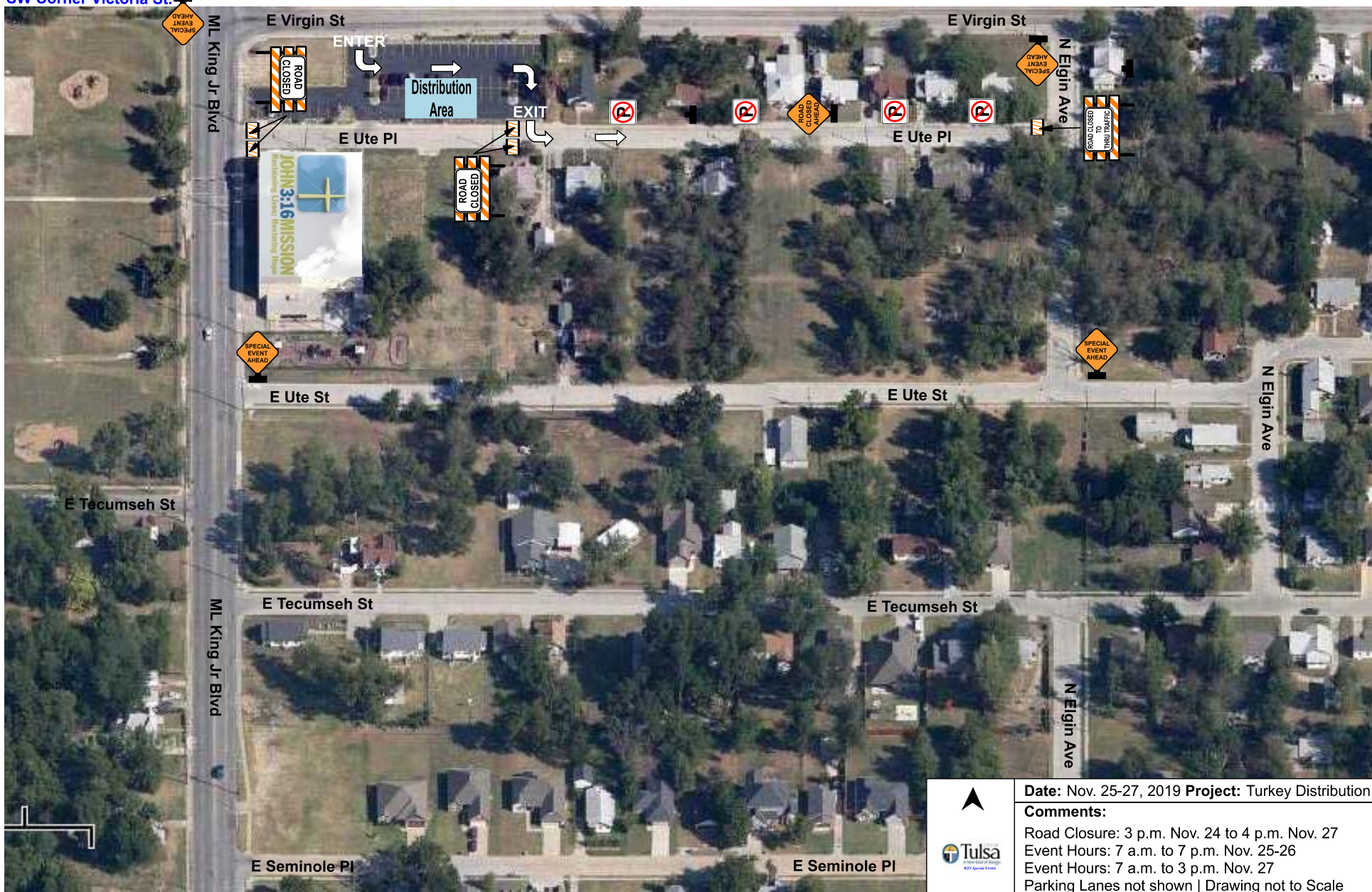
Special Events Committee Recommendation: _____ Yes No


Date routed to Mayor: _____ Mayor's Recommendation: _____ Yes No

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

Date Permit Issued: _____ Comments: Form/map revised & outstanding fee 10/29/2019.

SW Corner Victoria St.



	Date: Nov. 25-27, 2019 Project: Turkey Distribution
	Comments: Road Closure: 3 p.m. Nov. 24 to 4 p.m. Nov. 27 Event Hours: 7 a.m. to 7 p.m. Nov. 25-26 Event Hours: 7 a.m. to 3 p.m. Nov. 27 Parking Lanes not shown Drawing not to Scale COT assumes no liability for accuracy or validity