



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: PJ's Oktoberfest Date(s) of Event: October 8-10 2020
Location Address: 9999 S MINGO RD E Council District(s): 7
Event Description: Mini Oktoberfest, beer garden and inflatables
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Live Entertainment, Merchandise Sales, No Parking Signage, Private Property
Anticipated Attendance: Total: 600 Per Day: 200
Anticipated Participants: Total: 5 Per Day: 5
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: PJ'S PUB AND GRILL Website: www.facebook.com/PJsPubTulsa/
Chief Officer of Host Organization: Megan Barton
Email and Phone: meganbarton77@gmail.com 918-806-6869
Applicant Name: Patience Jones
Email and Phone: misspj1980@gmail.com 918-806-6869
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Kirsten Slaughter Mobile: 918-991-5583
Billing Contact: PJ'S PUB AND GRILL Phone: 918-806-6869
Billing Address: 9999 S MINGO RD E Tulsa
Tulsa OK 74133

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/08/2020 Time: 8:00am
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 10/08/2020 Time: 5:00pm
Street Closure for Event Start: Date: 10/08/2020 Time:
Street(s) to be Closed for Event Start: NA
Run, Walk, Parade Start Time: NA
Daily Event Hours: 5 p.m. to Midnight

Event End: Date: 10/10/2020 Time: Midnight
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 10/10/2020 Time: Midnight
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: High point beer sales, Alcohol Sales
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: Yes Fuel(s) to be used:
Number of Item Vendors: 2 Number of Service Vendors: 2
Number of Tents/Canopies: 1 30x30 Provider and Phone: Party Pro Rentals (918) 622-8102
Number of Inflatables: 2 Provider and Phone: Bounce Smart (918) 304-2021,
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: Robyn Jones (918) 671-9282

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: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): PJ's Pub & Grill
Case & Associates

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: Porta John of Tulsa (918) 836-8657

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/08/2020 Time: 1:00pm

Equipment Pickup: Date: 10/12/2020 Time: 10:00am

Other information: NA

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 3

Performer/Band name and music type: Josh McGovran (DJ Tryckshot) 918-758-6139
Anygel McNall (Zodiac) 918-876-2492
Anthony Jankins (DJ Jankins) 918-800-9886
Jacob Oakes (DJ Twilight) 918-568-6041

Sound Amplification: Yes

Start Time: 11:00am

Finish Time: 11:00pm

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

Large DJ speakers and band equipment

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:

Lights will be inside the tent, banner at the entrance

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: My staff will be responsible for cleaning up the parking lot trash

Number of Trash Receptacles: 8

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, Businesses

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: 08/27/2020 Date routed: 09/10/2020 Date for review: 09/23/2020

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: Site map provided & form revised 09/10/2020.

