



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Kojo for Congress Election Night Party Date(s) of Event: 11/3/2020
Location Address: 210 W LATIMER ST N Council District(s): 1
Event Description: Small outdoor gathering in front of Fulton Street Books. Post Election Watch Party for Kojo Asamo-a-Caesar, candidate for CD-1 congress

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Public Right of Way, No Parking Signage, Street Closure

Anticipated Attendance: Total: 50 Per Day: 50

Anticipated Participants: Total: 50 Per Day: 50

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Kojo Asamo-a-Caesar Website: NA

Chief Officer of Host Organization: Adam O'Conner

Email and Phone: Adam@kojoforcongress.com (918) 519-6512

Applicant Name: Amber Turner

Email and Phone: info@kojoforcongress.com (918) 810-1051

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Onika Asamo-a-Caesar Mobile: (918) 932-8646

Billing Contact: Kojo for Congress Phone: (918) 810-1051

Billing Address: 18 S LEWIS AVE E Tulsa
Tulsa OK 74104

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 11/03/2020 Time: 4:00pm
Street Closure for Event Setup: Date: 11/03/2020 Time: 4:00pm
Street(s) to be Closed for Event Setup: Latimer St between Denver Ave and Cheyenne Ave

Event Start: Date: 11/03/2020 Time: 6:00pm
Street Closure for Event Start: Date: 11/03/2020 Time: 4:00pm
Street(s) to be Closed for Event Start: Latimer St between Denver Ave and Cheyenne Ave
Run, Walk, Parade Start Time: NA
Daily Event Hours: 6 to 10pm

Event End: Date: 11/03/2020 Time: 10:00pm
Street Reopens after Event End: Date: 11/03/2020 Time: 11:00pm
Event Teardown: Date: 11/03/2020 Time: 10:00pm
Street Reopens after Event Teardown: Date: 11/03/2020 Time: 11:00pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Free low point Beer
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: NA

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

Traffic Control Barricade Company: Contact, Email and Phone: TBD

Equipment Setup: Date: 11/03/2020 Time: Noon Equipment Pickup: Date: 11/04/2020 Time: Noon

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

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

Parking Type: Street, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Kojo for Congress

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: Yes

Start Time: 7:00pm

Finish Time: 9:00pm

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

Portable speaker system

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: Kojo team will break down and clean up street

Number of Trash Receptacles: 5

Number of Dumpsters: 2

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Businesses, Other entities: Fulton Street is hosting. Neighbors have been invited.

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: 10/19/2020 Date routed: 10/20/2020 Date for review: 10/28/2020

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: Fees paid and form revised 10/20/2020.