



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Victory Youth FairDate(s) of Event: September 28, 2022Location Address: 7700 S LEWIS AVE ECouncil District(s): 2Event Description: A fair event strictly for our Victory Youth ministry students middle school to high school. Hosted on our own parking lot property with proper security measures.Event Category: CarnivalEvent Includes: Generator/Electricity, Inflatables, No Parking Signage, Private PropertyAnticipated Attendance: Total: 250Per Day: 250Anticipated Participants: Total: 250Per Day: 250

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Victory ChurchWebsite: https://www.victory.com/Chief Officer of Host Organization: Drew BontragerEmail and Phone: dbontrager@victory.com 918-271-3131Applicant Name: Victory Church - Staci RogersEmail and Phone: smccoy@victory.com 409-351-5775

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Staci RogersMobile: 409-351-5775Billing Contact: Victory ChurchPhone: 409-351-5775Billing Address: 7700 S LEWIS AVE E Tulsa
Tulsa OK 74136

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/28/2022 Time: 4pm
Street Closure for Event Setup: Date: 09/28/2022 Time: 4pm
Street(s) to be Closed for Event Setup: NA - Parking Lot

Event Start: Date: 09/28/2022 Time: 7:45pm
Street Closure for Event Start: Date: 09/28/2022 Time: 4pm
Street(s) to be Closed for Event Start: NA - Parking Lot
Run, Walk, Parade Start Time: NA
Daily Event Hours: 7:45 to 9pm

Event End: Date: 09/28/2022 Time: 9pm
Street Reopens after Event End: Date: 09/28/2022 Time: 9pm

Event Teardown: Date: 09/28/2022 Time: 9pm
Street Reopens after Event Teardown: Date: 09/28/2022 Time: 9pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 1
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: 3 Provider and Phone: Jumpin Jiminy (918) 291-5867
Number of Amusement Rides: 2 Provider and Phone: Jumpin Jiminy (918) 291-5867
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: Victory Security (918) 798-5265 dbontrager@victory.com

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: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): None

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: Victory facility's team will cleanup

Number of Trash Receptacles: 3

Number of Dumpsters: 0

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:

Places of Worship

Affidavit 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 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: 08/18/2022 Date routed: 09/28/2022 Date for review: 09/28/2022

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 09/14/2022. Form revised 09/22/2022.