



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Brush Creek BazaarDate(s) of Event: October 15-16, 2022Location Address: 10900 S LOUISVILLE AVE ECouncil District(s): 8

Event Description: The Brush Creek Bazaar is a fall festival that hosts vendors who sell hand crafted items. We have live entertainment, a petting zoo, and food vendors as well. We have been hosting this event for years now. All the proceeds go to help at-risk teenagers.

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Live Entertainment, Food Sales, Merchandise Sales, Private Property

Anticipated Attendance: Total: 5000Per Day: 2500Anticipated Participants: Total: 150Per Day: 75

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization:

Oklahoma Teen Challenge
Adolescent Centers

Website: NA

Chief Officer of Host Organization: LaTisha BoneyEmail and Phone: tisha.boney@thecrosschristian.com 918-435-8206Applicant Name: Steven GutierrezEmail and Phone: steven.gutierrez@thecrosschristian.com 918-435-8206

Professional Event Organizer: NA

Email and Phone:

On-site Contact:

Steven GutierrezMobile: 424-406-3477

Billing Contact:

Steven GutierrezPhone: 918-435-8206

Billing Address:

36665 South 510 Road S 510 RD
Eucha OK 74342

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/13/2022 Time: 8:30am
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 10/15/2022 Time: 9 a.m.
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: NA
Run, Walk, Parade Start Time: NA
Daily Event Hours: 10/15: 9 a.m. to 6 p.m.
10/16: 10 a.m. to 6 p.m.

Event End: Date: 10/16/2022 Time: 6 p.m.
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 10/17/2022 Time: 9 a.m.
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 5
Number of Food Trucks: 5
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 75 Number of Service Vendors: 0
Number of Tents/Canopies: 4 Provider and Phone: 40x120, 30x50, 30x60, 15x15. Integrity Rentals (918) 369-9494
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: Volunteers from Teen Challenge Office (918) 435-8206, steven.gutierrez@okteenchallenge.com

Medical and/or First Aid Services: Contact, Email and Phone: Volunteer from Teen Challenge (918) 435-8206. Summer Lokey, michael.lokey@okteenchallenge.com

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: Unpaved Lot, ADA parking available

Transportation Service: Shuttle Service

Transportation Service: Contact, Email and Phone: We will use Teen Challenge vans and volunteers to escort elderly/handicapped people Phone (918) 435-8206

Sponsor and Other Event Information

Event Sponsor(s): AMC Mortgage
Jasco Products
McGraw Realty

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: At your Service (918) 272-0568

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/14/2022 Time: 10am

Equipment Pickup: Date: 10/17/2022 Time: 10am

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 13

Performer/Band name and music type: Folk/country/Christian worship bands

Sound Amplification: Yes

Start Time: 9:00am

Finish Time: 6:00pm

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

Basic speaker system, microphone hooked up to a sound board

Sound checks conducted prior to the event: Yes

Start Time: 8:30am

Finish Time: 9:00am

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:

Banners explaining the event, and a few for the sponsors

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We have volunteers that will help empty trash cans and take the bags to the dumpster, reline the cans after emptied

Number of Trash Receptacles: 10

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: No street closure

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: 09/01/2022 Date routed: 10/10/2022 Date for review: 10/12/2022

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: Application (incomplete) updated 09/02/2022.

Form revised and site map added 10/09/2022.

Brush Creek Bazaar 43

- Restroom
 - Restroom
 - Electric
 - Electric
 - Electric
 - Electric
 - Electric
 - Driveway
 - Exit
 - Fence
 - First Aid
 - Dumpster
- Untitled layer
 - Brush Creek Bazaar
 - Stage
 - Parking
 - Handicap Parking
 - Entrance
 - Parking Exit
 - Fence
 - Fence
 - Vendor Parking
 - Fire Lane
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Tent
 - Barn
 - Food Vendor
 - Food Vendor
 - Staff Parking
 - Fire Lane

