



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Little Light House Grill-OffDate(s) of Event: Oct. 29, 2022Location Address: 5120 E 36TH ST SCouncil District(s): 5

Event Description: Join backyard teams from around the community as they compete for the hearts, and stomachs of their family, friends, and the public in an epic People's Choice competition to decide the Ultimate Little Light House Grillmaster. Spend the day taking in the sights and smells of cuisine, learning about Little Light House, enjoying bouncy houses and food trucks, and catching up with fellow grillmasters from Tulsa.

Event Category: Festival/CelebrationEvent Includes: Private PropertyAnticipated Attendance: Total: 350Per Day: 350Anticipated Participants: Total: 400Per Day: 400

Number of Events for Monthly Event: NA

### Host Organization, Applicant and Professional Event Organizer Information

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Host Organization: THE LITTLE LIGHT HOUSE Website: <https://www.littlelighthouse.org/>Chief Officer of Host Organization: Elysa GriggsEmail and Phone: egriggs@littlelighthouse.org 918-664-6746Applicant Name: Little Light House - Elysa GriggsEmail and Phone: egriggs@littlelighthouse.org 918-664-6746

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Elysa GriggsMobile: 918-664-6746Billing Contact: Little Light HousePhone: 918-664-6746Billing Address: 5120 E 36TH ST S Tulsa  
Tulsa OK 74135

## ***Event Timeline and Lane/Street Closure Information***

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**Event Setup:** Date: 10/29/2022 Time: 6:00AM  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA - Parking Lot

**Event Start:** Date: 10/29/2022 Time: 11:30AM  
Street Closure for Event Start: Date: Time:  
Street(s) to be Closed for Event Start: NA - Parking Lot  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: Event Opens at 11:00AM. Food Competition 11:30AM. Awards at 3:45PM

**Event End:** Date: 10/29/2022 Time: 4:00PM  
Street Reopens after Event End: Date: Time:

**Event Teardown:** Date: 10/29/2022 Time: 4:00PM  
Street Reopens after Event Teardown: Date: Time:

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 2  
Number of Food Trucks: 2  
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal  
Number of Item Vendors: 2 Number of Service Vendors: 1  
Number of Tents/Canopies: 20 10x10 Provider and Phone: Party Pro Rental (918) 637-7155  
Number of Inflatables: 1 Provider and Phone: BA Bounce House (918) 851-3685,  
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**

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Security and/or Police: Contact, Email and Phone: NA

Medical and/or First Aid Services: Contact, Email and Phone: Little Light House Nurse Staff (918) 664-6746

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**

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Event Sponsor(s): Hasty Bake

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**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 11:00AM

Finish Time: 4:00PM

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

Speaker

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:

Banners of sponsors

**Mitigation of Impact**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will have cans for the ash, and many trashcans.

Number of Trash Receptacles: 10

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: No street closure

**Affidavit of Applicant**

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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

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**For City of Tulsa Special Events Committee Use Only**

Date received: 08/26/2022    Date routed: 10/17/2022    Date for review: 10/26/2022

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 08/29/2022.

Fees paid 08/31/2022. Site plan pending - No files uploaded as of 10/17/2022.