



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Tulsa Fire Department 9/11 Memorial Stair Climb Date(s) of Event: September 11, 2023

Location Address: Start: 400 S Main St Council District(s): 4  
End: 400 S Boston Ave

Event Description: Firefighters climbing 110 flights of stairs to remember those on September 11, 2001.

**Event Category:** Street, Lane, or Sidewalk Closure

**Event Includes:** Public Right of Way, No Parking Signage, Sidewalk Closure, Private Property, Street Closure

Anticipated Attendance: Total: 400 Per Day: 400

Anticipated Participants: Total: 400 Per Day: 400

Number of Events for Monthly Event: No

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

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Host Organization: Tulsa Fire Department Website: https://www.cityoftulsa.org/governm  
https://www.cityoftulsa.org/goverr ent/departments/fire/  
ment/departments/fire/

Chief Officer of Host Organization: Joey Marshall

Email and Phone: joeymarshall@cityoftulsa.org 918-906-9573

Applicant Name: Joey Marshall

Email and Phone: lins.marshall@cox.net 918-906-9573

Professional Event Organizer:

Email and Phone:

On-site Contact: Joey Marshall Mobile: 918-906-9573

Billing Contact: Tulsa Fire Department Phone: 918-906-9573

Billing Address: 10510 S 84TH CIR E  
Tulsa, OK 74133

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

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**Event Setup:** Date: 09/11/2023 Time: 0500  
Street Closure for Event Setup: Date: 09/11/2023 Time: 0500  
Street(s) to be Closed for Event Setup: 4th Street between Main St and Boston Ave  
**Event Start:** Date: 09/11/2023 Time: 0700  
Street Closure for Event Start: Date: 09/11/2023 Time: 0500  
Street(s) to be Closed for Event Start: 4th Street between Main St and Boston Ave  
Run, Walk, Parade Start Time: Climb - 0846  
Daily Event Hours: NA  
**Event End:** Date: 09/11/2023 Time: 1200  
Street Reopens after Event End: Date: 09/11/2023 Time: 1200  
**Event Teardown:** Date: 09/11/2023 Time: 1100  
Street Reopens after Event Teardown: Date: 09/11/2023 Time: 1200

### ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
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 & Sizes of Tents: 0 Provider and Phone: NA  
Number of Inflatables: No 0 Provider and Phone: NA  
Number of Amusement Rides: No 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: No Contact, Email and Phone: NA

Medical and/or First Aid Services: Yes Contact, Email and Phone: Tulsa Fire Department (918) 906-9573

Traffic Control Barricade Company: No Contact, Email and Phone: NA

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

Crowd Management Fencing Company: No 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**

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Event Sponsor(s): Tulsa Fire Department, Tulsa Local 176, and Price Family Properties

Park: No Name of Park and Location: NA

Drone: No

Portable Toilets: No 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 Event Information: TFD trucks with activated emergency lights will block and close the street. Parking spaces reserved (block) the night before.

**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: 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:

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

NA

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

NA

**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: Picking up trash and moving Fire Trucks out of Street

Number of Trash Receptacles: 5

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

City of Tulsa

If not presented, please explain:

NA

**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 of 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: 06/26/2023      Date routed: 08/14/2023      Date for review: 08/30/2023

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: SEC meeting 08/16/2023. Mayor agenda 08/23/2023. City Council Agenda 08/30/2023. Application information finalized 08/14/2023.

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