



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: SAL SQUADRON 308 CAR AND BIKE SHOWDate(s) of Event: SEPTEMBER 9, 2023Location Address: Start: 11328 E. ADMIRAL PL  
End: 11328 E. ADMIRAL PLCouncil District(s): 3Event Description: CAR AND BIKE SHOW**Event Category:** Miscellaneous**Event Includes:** Amplified Sound, Tent/Canopy, Beer/Alcohol Sales, Live Entertainment, Food Sales, Merchandise Sales, Private PropertyAnticipated Attendance: Total: 150Per Day: 150Anticipated Participants: Total: 70Per Day: 70

Number of Events for Monthly Event: No

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

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Host Organization: American Legion Mohawk Post 308 Website: <https://americanlegion142.org/about/district-1/>Chief Officer of Host Organization: Bob CofeyEmail and Phone: post308@mohawkpost308.org 918-437-4308Applicant Name: Bob CofeyEmail and Phone: post308@mohawkpost308.org 918-437-4308

Professional Event Organizer:

Email and Phone:

On-site Contact: Bob CofeyMobile: 812-704-8750Billing Contact: American Legion Mohawk Post 308Phone: 918-437-4308Billing Address: 11328 E Admiral PL  
Tulsa, OK 74116

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

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**Event Setup:** Date: 09/09/2023 Time: 7:00 AM  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: N/A

**Event Start:** Date: 09/09/2023 Time: 9:00 AM  
Street Closure for Event Start: Date: Time:  
Street(s) to be Closed for Event Start: N/A  
Run, Walk, Parade Start Time: N/A  
Daily Event Hours: 9:00 AM - 5:00 PM

**Event End:** Date: 09/09/2023 Time: 5:00 PM  
Street Reopens after Event End: Date: Time:

**Event Teardown:** Date: 09/09/2023 Time: 5:00 PM  
Street Reopens after Event Teardown: Date: Time:

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Alcohol (Spirits) Sales, Beer Sales  
Number of Food Vendors: 0  
Number of Food Trucks: 0  
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal  
Number of Item Vendors: 10 Number of Service Vendors: 0  
Number & Sizes of Tents: 3-10x10, Provider and Phone: TBD  
1-10x30  
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: N/A

## **Security, Medical, Traffic Control, Crowd Management and Parking Plans**

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Security and/or Police: No Contact, Email and Phone: N/A

Medical and/or First Aid Services: No Contact, Email and Phone: N/A

Traffic Control Barricade Company: No Contact, Email and Phone: N/A

Equipment Setup: Date: \_\_\_\_\_ Time: N/A      Equipment Pickup: Date: \_\_\_\_\_ Time: N/A

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

Equipment Setup: Date: \_\_\_\_\_ Time: N/A      Equipment Pickup: Date: \_\_\_\_\_ Time: N/A

Parking Type: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

## **Sponsor and Other Event Information**

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Event Sponsor(s): AMERICAN LEGION MOHAWK POST 308

Park: No Name of Park and Location: N/A

Drone: No

Portable Toilets: No Provider and Phone: N/A

Total Number of Portable Toilets: 0      Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: \_\_\_\_\_ Time: N/A

Equipment Pickup: Date: \_\_\_\_\_ Time: N/A

Other Event Information: N/A

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 1 BAND

Performer/Band name and music type: BUCKLE UP; COUNTRY/WESTERN

Sound Amplification: Yes

Start Time: 11:00 AM Finish Time: 4:00 PM

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

AMPS

Sound checks conducted prior to the event: Yes

Start Time: 10:45 AM Finish Time: 11:00 AM

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

N/A

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

N/A

**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: Site will be cleaned immediately following event by event volunteers

Number of Trash Receptacles: 6 Number of Dumpsters: 2 Number of Recycling Containers: 1

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

If not presented, please explain:

All event activities will occur on Saturday, September 9, 2023. Surrounding businesses are closed on Saturdays. No road 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 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: 08/03/2023      Date routed: \*09/03/2023      Date for review: 09/05/2023

Special Events Committee Recommendation: Meeting Review      Yes  No  08/30/2023

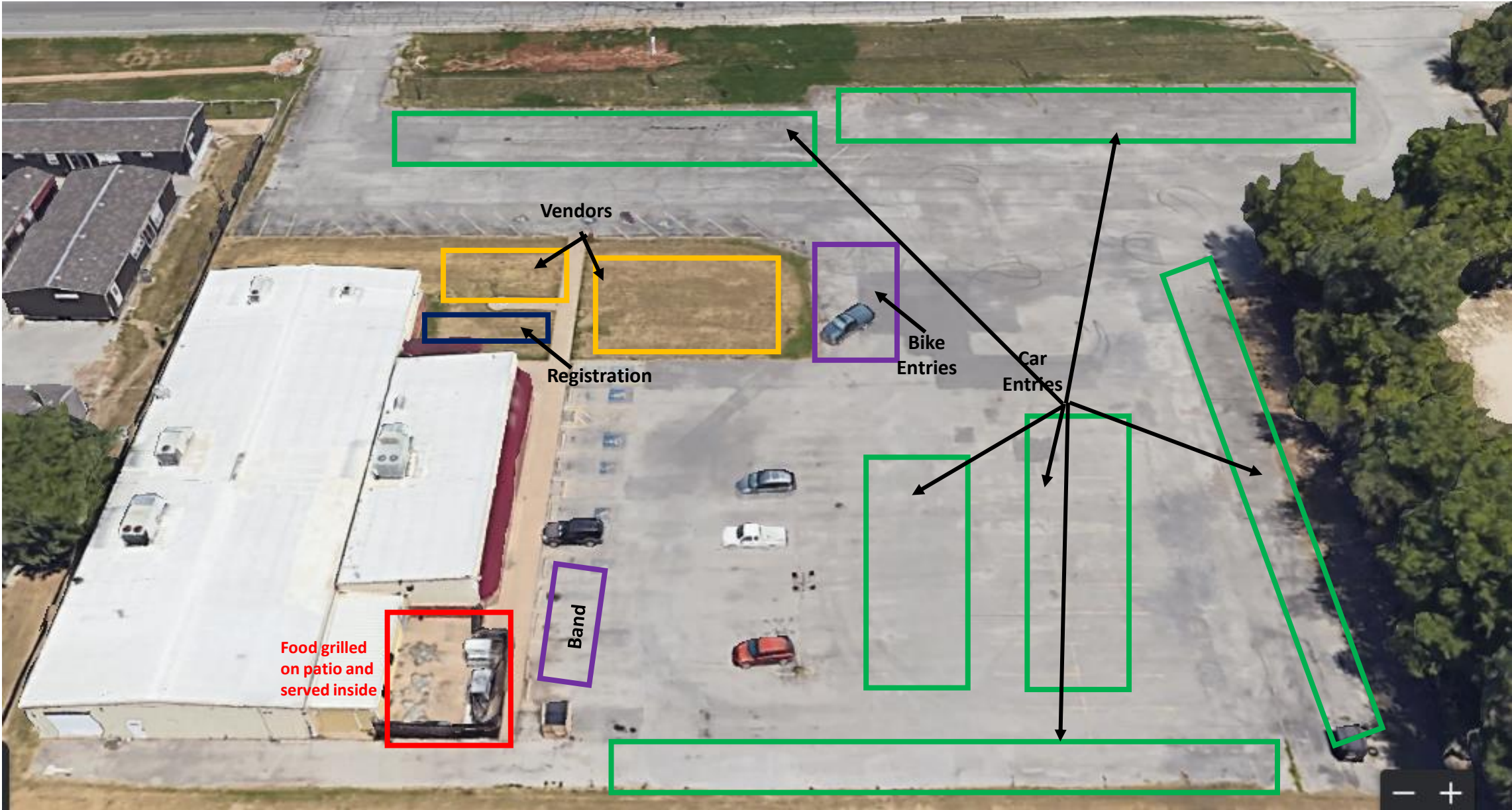
Date routed to Mayor: 09/05/2023      Mayor's Recommendation: Yes  No  \_\_\_\_\_

Date routed to Council: 09/05/2023      City Council Approval: Yes  No  \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_      Comments: \*Website. SEC meeting 08/30/2023.

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Food grilled on patio and served inside

Vendors

Registration

Band

Bike Entries

Car Entries