



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Shine On GreenwoodDate(s) of Event: 11/25/2023Location Address: Start: 105 N. Greenwood Ave.  
End: 305 N. Greenwood AveCouncil District(s): 1Event Description: Holiday Live Music Event/Lighting Ceremony.**Event Category:** Festival/Celebration**Event Includes:** Amplified Sound, Public Right of Way, Live Entertainment, No Parking Signage, Street Closure, N/AAnticipated Attendance: Total: 300Per Day: 300Anticipated Participants: Total: 300Per Day: 300

Number of Events for Monthly Event: No

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

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Host Organization: Historic Greenwood District Main Street Website: https://m.facebook.com/greenwoodmainstreet/Chief Officer of Host Organization: Tony MasonEmail and Phone: amastone1@cox.net 918-830-9307Applicant Name: Tony MasonEmail and Phone: amastone1@cox.net 918-830-9307

Professional Event Organizer:

Email and Phone:

On-site Contact: Bill WhiteMobile: 918-964-3021Billing Contact: The Ambassador Project InternationalPhone: 918-830-9307Billing Address: 4731 S 177TH PL E  
Tulsa, OK 74134

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

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**Event Setup:** Date: 11/25/2023 Time: 9am  
Street Closure for Event Setup: Date: 11/25/2023 Time: 9am  
Street(s) to be Closed for Event Setup: Greenwood Ave from Archer St to north of I-244  
**Event Start:** Date: 11/25/2023 Time: 6:00pm  
Street Closure for Event Start: Date: 11/25/2023 Time: 9am  
Street(s) to be Closed for Event Start: Greenwood Ave from Archer St to north of I-244  
Run, Walk, Parade Start Time: N/A  
Daily Event Hours: N/A  
**Event End:** Date: 11/25/2023 Time: 8:30pm  
Street Reopens after Event End: Date: 11/26/2023 Time: 2am  
**Event Teardown:** Date: 11/25/2023 Time: 9:15pm  
Street Reopens after Event Teardown: Date: 11/26/2023 Time: 2am

## ***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: N/A  
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: Yes Contact, Email and Phone: I-ROD Security LLC, Izzy Rodriguez (918) 406-5752

Medical and/or First Aid Services: Yes Contact, Email and Phone: Tulsa Firefighter: Ron Stewart (918) 527-2774, stewart278@gmail.com

Traffic Control Barricade Company: Yes Contact, Email and Phone: Action Safety Supply Company (918) 234-8222, actionsafetysupply.com

Equipment Setup: Date: 11/25/2023 Time: 9am Equipment Pickup: Date: 11/25/2023 Time: 1am

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

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

Parking Type: Parking not available

Transportation Service: No service

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

**Sponsor and Other Event Information**

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Event Sponsor(s): The Ambassador Project Int'l/Greenwood Main Street

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

Drone: No

Portable Toilets: Yes Provider and Phone: At Your Service Brett Fuller (918) 850-0568, brett@aysrentals.com

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 11/25/2023 Time: 10am

Equipment Pickup: Date: 11/25/2023 Time: 10pm

Other Event Information: See TCP Map

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 5

Performer/Band name and music type: One Band for 2 singers  
Christmas/Holiday Music  
Soul/Gospel/R&B

Sound Amplification: Yes

Start Time: 5pm

Finish Time: 9pm

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

House speakers, subwoofers, stage monitors

Sound checks conducted prior to the event: Yes

Start Time: 1pm

Finish Time: 3pm

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: Yes Describe:

Stage lights/Banners/Possible video screens

**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: Crew to tear down stage/sound equipment. Clean Up crew to clean streets of debris/trash.

Number of Trash Receptacles: 4

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: Berry Brothers Cleaning Services (620) 278-6005, berrybrotherscleaning

Presented Event Concept to:

Residents, Businesses, Places of Worship

If not presented, please explain:

N/A

**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: 10/30/2023    Date routed: 11/03/2023    Date for review: 11/15/2023

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 11/15/2023. Mayor agenda 11/06/2023. City Council Agenda 11/15/2023. Fees paid 10/31/2023. TCP map revised 11/03/2023.

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 <p><b>ADVANCED</b> WORKZONE SERVICES</p>	<p><b>Date:</b> 10/10/2023 <b>Author:</b> Brian Fletcher <b>Project:</b> Greenwood Chamber of Commerce</p>
	<p><b>Comments:</b> TCP to show Greenwood closed from E. Archer St to E. Camron St. Greenwood will be closed October 13th-15th.</p>
	<p>*Type III barricade required at the east curb parking lot driveway on Greenwood Ave.</p>