



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Community Block Party

Date(s) of Event: October 26, 2024

Location Address: Start: 9222 S Harvard Ave
End: 9222 S Harvard Ave

Council District(s): 8

Event Description: "Seek and Save" intends to bring Hope, Encouragement, and Salvation through the message of Jesus to communities across America. For this purpose, our church is hosting a community block party from 3:00-6:00PM.

The following is what will be included in the event:

- Groceries and bikes giveaway
- Provide free hot dogs, buns, chips, water & condiments
- Carnival games and inflatables
- Kids outreach program
- Outdoor stage (Worship songs, dance, gospel message presentation)

Event Category: Concert/Performance

Event Includes: Amplified Sound, Tent/Canopy, Live Entertainment, Private Property

Anticipated Attendance: Total: 700

Per Day: 700

Anticipated Participants: Total: 0

Per Day: 0

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Far East Mission Church

Website: <https://www.femctulsa.org/>

Chief Officer of Host Organization: CIN KHAM

Email and Phone: khamfemc@gmail.com 918-290-5060

Applicant Name: Suan Khup

Email and Phone: khuppib@gmail.com 918-946-3390

Professional Event Organizer:

Email and Phone:

On-site Contact: Cin Kham or Ngul Cing

Mobile: 918-946-3390

Billing Contact: Far East Mission Church

Phone: 918-946-3390

Billing Address: 2640 W 114th PL S
Jenks, OK 74037

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/26/2024 Time: 12:00PM
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: N/A - Parking Lot
Event Start: Date: 10/26/2024 Time: 3:00PM
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: N/A - Parking Lot
Run, Walk, Parade Start Time: N/A
Daily Event Hours: 3:00 - 6:00PM
Event End: Date: 10/26/2024 Time: 6:00PM
Street Reopens after Event End: Date: Time:
Event Teardown: Date: 10/26/2024 Time: 6:00PM
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: Yes Fuel(s) to be used: Gas
Number of Item Vendors: 3 Number of Service Vendors: 0
Number & Sizes of Tents: 3 (10 x 10) Provider and Phone: Self Owned
Number of Inflatables: Yes 5 Provider and Phone: DBA Joyful Jumps (918) 504-4074
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

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: Equipment Pickup: Date: Time:

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

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

Parking Type: Paved Lot

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): Seek and Save

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

Drone: No

Portable Toilets: No Provider and Phone: N/A

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

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other Event Information: See Attachment

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 3

Performer/Band name and music type: Far East Mission Church Worship Team

Sound Amplification: Yes

Start Time: 3:00PM

Finish Time: 6:00PM

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

Standard Speakers

Sound checks conducted prior to the event: Yes

Start Time: 12:00PM

Finish Time: 3:00PM

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

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers to clean up

Number of Trash Receptacles: 10

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Places of Worship

If not presented, please explain:

N/A

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 of 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: 10/22/2024 Date routed: 10/23/2024 Date for review: *Email Review
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 11/06/2024.

COMMUNITY BLOCK PARTY



**FAR EAST
MISSION CHURCH**
9222 S. Harvard Ave.
Tulsa, OK 74137

**OCT
26**
3-6pm

*Grocery Giveaways
Kids Zone
Food
Music
and More!*



okag.org/seekandsave