



# City of Tulsa SPECIAL EVENT PERMIT APPLICATION

## Summary of Event

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Name of Event: "Shine on Greenwood"

Date(s) of Event: November 30, 2024

Location Address: Start: 105 N Greenwood Ave  
End: 305 N Greenwood Ave

Council District(s): 1

Event Description: Christmas Holiday Event involving Christmas lighting on Greenwood. This event will feature live music from Tony Mason and friends. Live band, Toy Giveaways, and we are looking/hoping to highlight a non-profit in Tulsa.

Event Category: Concert/Performance

Event Includes: Amplified Sound, Generator/Electricity, Public Right of Way, Live Entertainment, No Parking Signage, Street Closure, NA

Anticipated Attendance: Total: 300

Per Day: 300

Anticipated Participants: Total: 300

Per Day: 300

Number of Events for Monthly Event: No

## Host Organization, Applicant and Professional Event Organizer Information

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Host Organization: The Ambassador Project  
International

Website: https://www.theambassadorprojectir  
tl.org/about

Chief Officer of Host Organization: Tony Mason

Email and Phone: amastone1@cox.net 918-830-9307

Applicant Name: Tony Mason

Email and Phone: amastone1@cox.net 918-830-9307

Professional Event Organizer:

Email and Phone:

On-site Contact: Tony Mason

Mobile: 918-830-9307

Billing Contact: The Ambassador Project  
International

Phone: 918-830-9307

Billing Address: 4731 S 177TH PL E  
Tulsa, OK 74134

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

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**Event Setup:** Date: 11/30/2024 Time: 7am  
Street Closure for Event Setup: Date: 11/30/2024 Time: 8am  
Street(s) to be Closed for Event Setup: Greenwood Ave from Archer St to North side of I-244 Underpass  
**Event Start:** Date: 11/30/2024 Time: 6:00pm  
Street Closure for Event Start: Date: 11/30/2024 Time: 8am  
Street(s) to be Closed for Event Start: Greenwood Ave from Archer St to North side of I-244 Underpass  
Run, Walk, Parade Start Time: N/A  
Daily Event Hours: 6:00pm to 9:00pm  
**Event End:** Date: 11/30/2024 Time: 9:00pm  
Street Reopens after Event End: Date: 12/01/2024 Time: 1:00am  
**Event Teardown:** Date: 11/30/2024 Time: 9:30pm  
Street Reopens after Event Teardown: Date: 12/01/2024 Time: 1:00am

## ***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: N/A 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: Izzy Rodriguez, I-Rod Security LLC (918) 406-5752

Medical and/or First Aid Services: No Contact, Email and Phone: Tulsa Firefighter Ron Stewart and crew, stewart278@gmail.com (918) 527-2774

Traffic Control Barricade Company: No Contact, Email and Phone: Action Safety Supply, sales@actionsafetysupply.com (918) 234-8222

Equipment Setup: Date: 11/30/2024 Time: 8am Equipment Pickup: Date: 11/30/2024 Time: 11pm

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): Pillar Group Insurance  
Ambassador Project Int'l

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

Drone: No

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

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

Equipment Setup: Date: 11/30/2024 Time: 9am

Equipment Pickup: Date: 12/01/2024 Time: 10am

Other Event Information: See Attachment

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 2

Performer/Band name and music type: Tony Mason and friends Christmas, Soul, R&B

Sound Amplification: Yes

Start Time: 1pm

Finish Time: 9pm

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

Speakers, Sound Mixer, Monitor Mixer, Subwoofers, stage monitors, and stage lighting, visual monitor(s)

Sound checks conducted prior to the event: Yes

Start Time: 1pm

Finish Time: 4:30pm

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:

Christmas lighting and Stage lighting

**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: Clean up crew to pick up visible debris and haul away

Number of Trash Receptacles: 4

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: Berry Brothers Cleaning, berrybrotherscleaning@gmail.com (620) 278-6

Presented Event Concept to:

Businesses, Places of Worship, Presented to Churches in Tulsa to join and celebrate:

The Bridge Tulsa, Friendship Church, Transformation Church, Greenwood Baptist, Social Media Invitation

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: 10/18/2024    Date routed: 11/07/2024    Date for review: 11/20/2024

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 11/20/2024. Mayor agenda 11/20/2024. City Council agenda 11/20/2024. TCP map uploaded 11/05/2024.

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

