



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Morning Star "Day of Love Extravaganza" Date(s) of Event: August 11, 2018
Location Address: 1014 E PINE ST N Council District(s): 1
Event Description: Game, face painting, food, entertainment
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Live Entertainment, Food Sales, Merchandise Sales, Private Property, Street Closure
Anticipated Attendance: Total: 200 Per Day: 200
Anticipated Participants: Total: 0 Per Day: 0
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Morning Star Baptist Church Website: NA
Chief Officer of Host Organization: Janice Robinson
Email and Phone: msbc@tulsacoxmail.com 918-582-8668
Applicant Name: Janice Robinson
Email and Phone: msbc@tulsacoxmail.com 918-582-8668
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Janice Robinson Mobile: 918-407-9246
Billing Contact: Morning Star Baptist Church Phone: 918-582-8668
Billing Address: 1014 Pine
Tulsa OK 74106

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 08/11/2018 Time: 7 am
Street Closure for Event Setup: Date: 08/11/2018 Time: 8 am
Street(s) to be Closed for Event Setup: See TCP Map

Event Start: Date: 08/11/2018 Time: 10 am
Street Closure for Event Start: Date: 08/11/2018 Time: 8 am
Street(s) to be Closed for Event Start: Pine St between Madison Ave and Norfolk Ave
Run, Walk, Parade Start Time: NA
Daily Event Hours: 10 am to 3 pm

Event End: Date: 08/11/2018 Time: 3 pm
Street Reopens after Event End: Date: 08/11/2018 Time: 4 pm
Event Teardown: Date: 08/11/2018 Time: 3 pm
Street Reopens after Event Teardown: Date: 08/11/2018 Time: 4 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 1
Number of Food Trucks: 1
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 2 Number of Service Vendors: 1
Number of Tents/Canopies: 10 10x10 Provider and Phone: Church owns the tents
Number of Inflatables: 2 Provider and Phone: Jumping J's (918) 704-7978.
Number of Amusement Rides: 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

Security and/or Police: Contact, Email and Phone: Morning Star Baptist Church Security Team

Medical and/or First Aid Services: Contact, Email and Phone: NA

Traffic Control Barricade Company: Contact, Email and Phone: TBD

Equipment Setup: Date:08/11/2018 Time: 8 am Equipment Pickup: Date: 08/11/2018 Time: 4 pm

Crowd Management Fencing Company: Contact, Email and Phone: NA

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

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Morning Star Baptist Church

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: NA - Using church and fellowship hall

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

Equipment Setup: Date: Time: NA

Equipment Pickup: Date: Time: NA

Other information: NA

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 10 am

Finish Time: 3 pm

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

Speakers

Sound checks conducted prior to the event: No

Start Time: NA

Finish Time: NA

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

Banners on vendor tables

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Church members will clean up and remove any debris generated by the event in equal or better condition.

Number of Trash Receptacles: 6

Number of Dumpsters: 2

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents

Avidavit 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: 07.17.2018 Date routed: 07.30.2018 Date for review: 08.08.2018

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: Form revised and map attached 07.30.2018.



Date: 7/13/18 Author: DAVID FIELDER Project: 1014 E. PINE ST. MORNING STAR BAPTIST CHURCH

Comments:

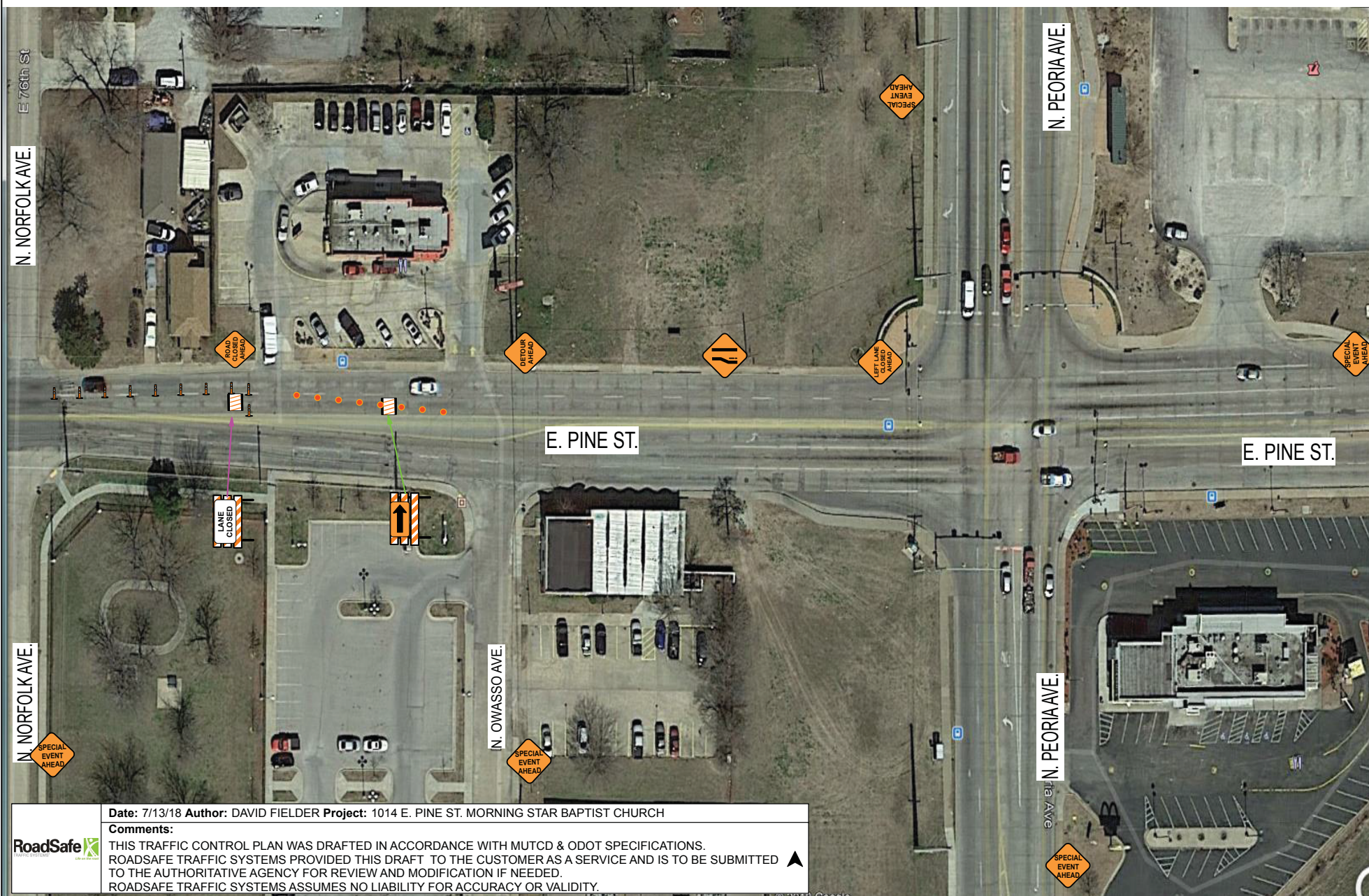
THIS TRAFFIC CONTROL PLAN WAS DRAFTED IN ACCORDANCE WITH MUTCD & ODOT SPECIFICATIONS. ROADSFAFE TRAFFIC SYSTEMS PROVIDED THIS DRAFT TO THE CUSTOMER AS A SERVICE AND IS TO BE SUBMITTED TO THE AUTHORITATIVE AGENCY FOR REVIEW AND MODIFICATION IF NEEDED. ROADSFAFE TRAFFIC SYSTEMS ASSUMES NO LIABILITY FOR ACCURACY OR VALIDITY.





1014 E. PINE ST.
MORNING STAR BAPTIST CHURCH

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