



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Brush Creek Bazaar Date(s) of Event: October 12, 13, 14, 2018  
Location Address: 10900 S LOUISVILLE AVE E Council District(s): 8  
Event Description: Craft Festival  
**Event Category:** Festival/Celebration  
**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Live Entertainment, Food Sales, Merchandise Sales, Private Property  
Anticipated Attendance: Total: 5500 Per Day: 1900  
Anticipated Participants: Total: 85 Per Day: 85  
Number of Events for Monthly Event: NA

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

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Host Organization: Teen Challenge of Oklahoma Website: www.brushcreekbazaar.org  
Chief Officer of Host Organization: Michael Lokey  
Email and Phone: michael.lokey@okteenchallenge.com 918-435-8206  
Applicant Name: Aubrey Harper  
Email and Phone: aubrey.harper@okteenchallenge.com 918-435-8206  
Professional Event Organizer: NA  
Email and Phone:  
On-site Contact: Michael Lokey Mobile: 918-837-1967  
Billing Contact: Teen Challenge of Oklahoma Phone: 918-435-8206  
Adolescent Centers  
Billing Address: 36665 S 510 RD  
Disney OK 74342

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

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**Event Setup:** Date: 10/08/2018 Time: 8:00am  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA

**Event Start:** Date: 10/12/2018 Time: 9:00am  
Street Closure for Event Start: Date: Time:  
Street(s) to be Closed for Event Start: NA  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: Friday, October 12, 9:00 a.m. - 6:00 p.m.  
Saturday, October 13, 9:00 a.m. - 6:00 p.m.  
Sunday, October 14, 12:00 p.m. - 5:00 p.m.

**Event End:** Date: 10/14/2018 Time: 5:00pm  
Street Reopens after Event End: Date: Time:  
**Event Teardown:** Date: 10/15/2018 Time: 9:00am  
Street Reopens after Event Teardown: Date: Time:

### ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 7  
Number of Food Trucks: 2  
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal, Electric, Gas  
Number of Item Vendors: 75 Number of Service Vendors: 0  
Number of Tents/Canopies: 4 Provider and Phone: Integrity Party Rental  
918-369-9494  
Number of Inflatables: 1 Provider and Phone: Sonrise Teen Challenge  
580-429-3940,  
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**

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Security and/or Police: Contact, Email and Phone: Volunteers from Teen Challenge Adolescent Centers  
918-435-8206

Medical and/or First Aid Services: Contact, Email and Phone: Aubrey Harper  
918-671-8317  
We will have a basic First Aid kit in our hospitality tent.

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

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

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

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

Parking Type: Unpaved Lot, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

## **Sponsor and Other Event Information**

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Event Sponsor(s): McGraw Realty, Teen Challenge of Oklahoma

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets:    Provider and Phone: NA

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

Equipment Setup: Date:                      Time:

Equipment Pickup: Date:                      Time:

Other information: NA

## **Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 15

Performer/Band name and music type: Christian, Jazz, Country, Pop, Poetry and Dancers

Sound Amplification: Yes

Start Time: 10:00am

Finish Time: 5:00pm

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

New Behringer Eurolive VP2520 portable speakers. Used American Audio power amplifier and CAD handled wired vocal Mic.

Sound checks conducted prior to the event: Yes

Start Time: 9:30am

Finish Time: 10:00am

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/Signs directing arriving and exiting traffic, Banners

## **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: American Waste Control will setup dumpster on site the week of the event and remove it at the end of the event.

Number of Trash Receptacles: 10

Number of Dumpsters: 1

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: No street closures

Other entities

## **Avidavit 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: 09.19.2018      Date routed: 10.08.2018      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: Form revised 10.08.2018

# Brush Creek Bazaar

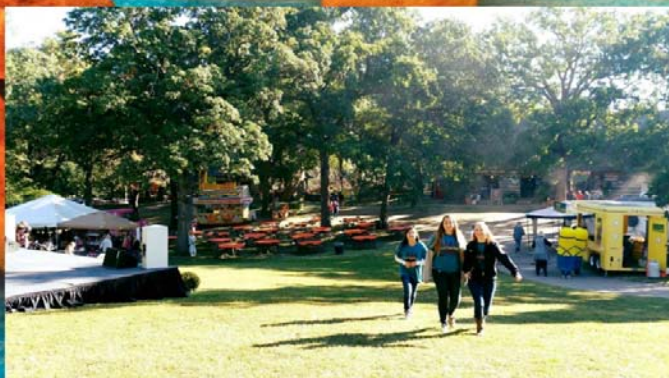
AN OUTDOOR FESTIVAL FOR THE WHOLE FAMILY

SHOPPING - FOOD  
MUSIC - KIDS ZONE

\$5.00 Admission

\$3.00 Seniors

12 & under Free



10900 S. Louisville

Tulsa, OK

Fri. October 12th 9am-6pm  
Sat. October 13th 9am-6pm  
Sun. October 14th Noon-5pm