



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Juneteenth Carnival Date(s) of Event: May 23-27, 2019
Location Address: 700 N GREENWOOD AVE E Council District(s): 1
Event Description: A carnival with food, games, rides and family fun to kick off Tulsa Juneteenth Festival.
Furnished by Sam's Amusements

Event Category: Carnival

Event Includes: Amplified Sound, Generator/Electricity, Live Entertainment, Food Sales, Merchandise Sales,
Private Property

Anticipated Attendance: Total: 2500 Per Day: 500

Anticipated Participants: Total: 7 Per Day: 7

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Black Wall Street Chamber of Commerce Website: http://www.sams carnival.com/
Chief Officer of Host Organization: Darlene Hall
Email and Phone: darlene@bwschamber.com 918-764-8833
Applicant Name: Sherry Smith
Email and Phone: info@tulsajuneteenth.org 918-401-0507
Professional Event Organizer: Jody Montoggomery
Email and Phone: (651) 338-6884
On-site Contact: Darlene Hall Mobile: 918-549-1047
Billing Contact: Tulsa Juneteenth Inc Phone: 918-401-0507
Billing Address: 700 North Greenwood Avenue
Tulsa OK 74106

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/21/2019 Time: 9 am
Street Closure for Event Setup: Date: 05/21/2019 Time: 9 am
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 05/23/2019 Time: 6 pm
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: May 23-24: 6 to 10 p.m.
May 25-26: 1 to 10 p.m.
May 27: 1-5 p.m.

Event End: Date: 05/27/2019 Time: 5 pm
Street Reopens after Event End: Date: Time:
Event Teardown: Date: 05/27/2019 Time: 11 pm
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 7
Number of Food Trucks: 7
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 0 Provider and Phone: NA
Number of Inflatables: 0 Provider and Phone: NA
Number of Amusement Rides: 25 Provider and Phone: Sam's Amusements (651) 338-6884 or (651) 492-7617

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: NA

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

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: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Black Wall Street Chamber of Commerce and Tulsa Juneteenth Planning Committee and Board

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: At Your Service (918) 272-0568

Total Number of Portable Toilets: 5 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 05/21/2019 Time: 9 am

Equipment Pickup: Date: 05/29/2019 Time: 1 pm

Other information: 700 N Greenwood Ave OSU Parking lot

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 2

Performer/Band name and music type: Local bands

Sound Amplification: Yes

Start Time: 4 pm

Finish Time: 10 pm

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

Band stage speakers

Sound checks conducted prior to the event: Yes

Start Time: 4 pm

Finish Time: 5 pm

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:

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Sam's Amusements will take care of the cleanup

Number of Trash Receptacles: 5

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Schools, Businesses, Neighborhood Association , Places of Worship

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: 04/03/2019 Date routed: 05/18/2019 Date for review: Email/Online 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 05/18/2019. Site plan still pending.

Tulsa Juneteenth CARNIVAL

WHEN:

THURS, MAY 23RD - MON, MAY 27TH
(MEMORIAL DAY WEEKEND)

WHERE:

OSU-TULSA

700 NORTH GREENWOOD AVE. TULSA, 74106

WHAT:

A CARNIVAL WITH FOOD,
GAMES, RIDES, AND FAMILY FUN

COST:

FREE!

\$20 ARM BANDS
AVAILABLE (ALL RIDES)

