



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: St. Toribio Romo Carnival

Date(s) of Event: May 26, 2019

Location Address: 1428 N 67TH AVE E

Council District(s): 3

Event Description: Family and Religious Event

Event Category: Carnival

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

Anticipated Attendance: Total: 800

Per Day: 800

Anticipated Participants: Total: 800

Per Day: 800

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Sts. Peter and Paul Catholic Church and School Website: NA

Chief Officer of Host Organization: Fr. Michael J Knipe

Email and Phone: frmiyeknipe@gmail.com 918-836-2596

Applicant Name: Alejandra Olmos-Garcia

Email and Phone: alejandra.olmosgarcia@yahoo.com 918-836-2596

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Fr. Micheal J. Knipe Mobile: 918-836-2596

Billing Contact: Sts. Peter and Paul Catholic Church and School Phone: 918-836-2596

Billing Address: 1419 North 67th East Avenue
Tulsa OK 74115

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/26/2019 Time: 8am
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 05/26/2019 Time: Noon
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: Noon to 11:30 p.m.

Event End: Date: 05/26/2019 Time: 11:30pm
Street Reopens after Event End: Date: 05/26/2019 Time: NA

Event Teardown: Date: 05/26/2019 Time: 11:30pm
Street Reopens after Event Teardown: Date: 05/26/2019 Time: NA

Secondary Permits Required

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 of Tents/Canopies: 11 Provider and Phone: ABCO Rentals (918) 583-6557
1-40X80 | 10-10X10
Number of Inflatables: 0 Provider and Phone: NA
Number of Amusement Rides: 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: Yes
Provider and Phone: Smith Family Fireworks (918) 930-0014

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Contact, Email and Phone: Knights Of Columbus (918) 836-2596
PHD Security (918) 200-7373

Medical and/or First Aid Services: Contact, Email and Phone: Volunteers with First Aid Experience

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): None

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: Porta John (918) 836-2134

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 4

Equipment Setup: Date: 05/24/2019 Time: AM

Equipment Pickup: Date: 05/28/2019 Time: AM

Other information: In conjunction with St. Toribio Kermes (procession) SPEV-028658-2019 before carnival.

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 3

Performer/Band name and music type: Hispanic Music

Sound Amplification: Yes

Start Time: Noon

Finish Time: 11:30pm

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

Band type speakers

Sound checks conducted prior to the event: Yes

Start Time: 11:30am Finish Time: Noon

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:

Minimal poster indicating bathrooms and other activities

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: During the event, volunteers will be picking up as well as in the end

Number of Trash Receptacles: 6

Number of Dumpsters: 2

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: American Waste Control (918) 446-0023

Equipment Setup: Date: TBD

Time:

Equipment Pickup: Date: TBD

Time:

Presented Event Concept to:

Neighborhood Association

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: 05/17/2019 Date routed: 05/23/2019 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 05/23/2019



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E Pine St
Taller de reparación
de automóviles
Richard's Auto Repair

E Pine St

E Pine St

E Pi

Restaurante mexicano
El Super Taco

South Tulsa

e mobiliario
de oficina
Office Furniture

ahoma Pl

N Sheridan Rd

N 67th E Ave

Sts. Peter and Paul School

E Oklahom

Iglesia católica
Sts. Peter and Paul
Roman Catholic Church

Estanco
Smoke Shop

N Sheridan Rd

Saints Peter and Paul
Catholic Church

E 96th Pl

E Oklahoma St

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