



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Trunk or Treat Date(s) of Event: 10/26/2019
Location Address: 3934 E ADMIRAL PL N Council District(s): 4
Event Description: Halloween trunk or treat inside private property. No street closure. Small band, games, food trucks with their own permits, bounce house with their own permit. Classic cars with candy inside.

Event Category: Miscellaneous

Event Includes: Live Entertainment, Food Sales, Private Property

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: AFFORDABLE BATTERY SUPPLY Website: https://www.facebook.com/affordablebattery/

Chief Officer of Host Organization: HEATHER Brown

Email and Phone: abatteries@outlook.com 918-438-6270

Applicant Name: Heather Brown

Email and Phone: abatteries@outlook.com 918-438-6270

Professional Event Organizer: NA

Email and Phone:

On-site Contact: HEATHER Brown Mobile: 918-232-7392

Billing Contact: AFFORDABLE BATTERY SUPPLY Phone: 918-438-6270

Billing Address: 3934 admiral
TULSA OK 74115

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/26/2019 Time: 12 p.m.
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 10/26/2019 Time: 2 p.m.
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: 2 to 5 p.m.

Event End: Date: 10/26/2019 Time: 5 p.m.
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 10/26/2019 Time: 5 p.m.
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 2
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 1 Provider and Phone: 300 sq ft Vendor Tent
Number of Inflatables: 1 Provider and Phone: TBD
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: 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: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Affordable Battery Supply

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

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: R-Kaine classic rock

Sound Amplification: No

Start Time:

Finish Time:

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

NA

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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: STAFF EMPLOYEE CLEANING

Number of Trash Receptacles: 3

Number of Dumpsters: 1

Number of Recycling Containers: 2

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: 09/24/2019 Date routed: 10/16/2019 Date for review: 10/23/2019

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. Unpaid fees.



TRUNK OR TREAT

SATURDAY OCTOBER 26TH 2-5PM

CARS, AND MOTORCYCLES FILLED WITH CANDY.

GAMES WITH TOY PRIZES

RAFFLE TICKETS TO WIN FUN PRIZES

FOOD TRUCK

SUPERHEROES

LIVE BAND

2ND ANNUAL TRUNK OR TREAT

IF YOU HAVE A COOL CAR OR MOTORCYCLE PLEASE JOIN US



AFFORDABLE BATTERY SUPPLY

3934 E. ADMIRAL PLACE

TULSA, OK 74115