



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: Voceteo Date(s) of Event: July 25, 2020  
Location Address: 7240 E PINE ST N Council District(s): 1  
Event Description: Music, Dj, Inauguration of the Restaurant  
**Event Category:** Festival/Celebration  
**Event Includes:** Live Entertainment, Food Sales, Merchandise Sales, Private Property  
Anticipated Attendance: Total: 300 Per Day: 300  
Anticipated Participants: Total: 30 Per Day: 30  
Number of Events for Monthly Event: NA

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

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Host Organization: Los Vacanos Website: NA  
Chief Officer of Host Organization: Virgen Berrios-Minaya  
Email and Phone: virgen.berrios@yahoo.com 918-809-2095  
Applicant Name: Virgen Berrios-Minaya  
Email and Phone: virgen.berrios@yahoo.com 918-809-2095  
Professional Event Organizer: NA  
Email and Phone:  
On-site Contact: Virgen Berrios-Minaya Mobile: 918-813-0911  
Billing Contact: Los Vacanos Phone: 918-809-2095  
Billing Address: 7240 E PINE ST N Tulsa  
Tulsa OK 74115

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

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**Event Setup:** Date: 07/25/2020 Time: 9am  
Street Closure for Event Setup: Date: 07/25/2020 Time: NA  
Street(s) to be Closed for Event Setup: NA

**Event Start:** Date: 07/25/2020 Time: 9am  
Street Closure for Event Start: Date: 07/25/2020 Time: NA  
Street(s) to be Closed for Event Start: NA  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 9am-7pm

**Event End:** Date: 07/25/2020 Time: 7pm  
Street Reopens after Event End: Date: 07/25/2020 Time: NA

**Event Teardown:** Date: 07/25/2020 Time: 8pm  
Street Reopens after Event Teardown: Date: 07/25/2020 Time: NA

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 3  
Number of Food Trucks: 1  
Food Cooked on-site: Yes Fuel(s) to be used: Electric, Gas  
Number of Item Vendors: 30 Number of Service Vendors: 8  
Number of Tents/Canopies: 6 Provider and Phone: Self Owned  
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: 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: 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: Street, 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): Los Vacanos

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: 0

Number of Performers/Bands: 1

Performer/Band name and music type: DJ

Sound Amplification: Yes

Start Time: 10 am

Finish Time: 8pm

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

Dj audio system

Sound checks conducted prior to the event: Yes

Start Time: 8am

Finish Time: 8pm

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**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will clean our parking lot

Number of Trash Receptacles: 5

Number of Dumpsters: 1

Number of Recycling Containers: 3

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, 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: 07/13/2020 Date routed: 07/22/2020 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 07/22/2020