



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Dr. Martin Luther King Jr. Parade Date(s) of Event: January 18, 2021
Location Address: 700 N GREENWOOD AVE E Council District(s): 1, 4
Event Description: Parade with floats and motor vehicles.

Event Category: Parade

Event Includes: Tent/Canopy, Public Right of Way, No Parking Signage, Street Closure

Anticipated Attendance: Total: 500 Per Day: 500

Anticipated Participants: Total: 500 Per Day: 500

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Martin Luther King Jr. Commemoration Society Website: https://www.mlktulsa.com/

Chief Officer of Host Organization: Pleas Thompson

Email and Phone: mlktulsa@gmail.com 918-492-9495

Applicant Name: Pleas Thompson

Email and Phone: mlktulsa@gmail.com 918-492-9495

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Jayme Broome Mobile: 918-261-0069

Billing Contact: Martin Luther King Jr. Commemoration Society Phone: 918-492-9495

Billing Address: PO Box 14025
Tulsa OK 74159

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 01/18/2021 Time: 5:30 a.m.
Street Closure for Event Setup: Date: 01/18/2021 Time: 6:30 a.m.
Street(s) to be Closed for Event Setup: See attached map

Event Start: Date: 01/18/2021 Time: 6:00 a.m.
Street Closure for Event Start: Date: 01/18/2021 Time: 10:00 a.m.
Street(s) to be Closed for Event Start: See attached map
Run, Walk, Parade Start Time: 11:00 a.m.
Daily Event Hours: NA

Event End: Date: 01/18/2021 Time: 2:00 p.m.
Street Reopens after Event End: Date: 01/18/2021 Time: 2:30 p.m.

Event Teardown: Date: 01/18/2021 Time: 2:00 p.m.
Street Reopens after Event Teardown: Date: 01/18/2021 Time: 2:30 p.m.

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: (1) 20X20 Provider and Phone: ABCO Party Rental, 918-583-6557
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

Security and/or Police: Contact, Email and Phone: IHS 918-230-2830, OSU-Tulsa 918-594-8123, TPD
Special Events Unit 918-586-6054/6067

Medical and/or First Aid Services: Contact, Email and Phone: Tulsa Fire Department 918-596-9415, EMSA
918-596-3500

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: COT Streets & Stormwater will provide crowd
control barriers 918-576-5636

Equipment Setup: Date: 01/18/2021 Time: 6:30 a.m Equipment Pickup: Date: 01/18/2021 Time: 2:30 p.m.

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): MLK Commemoration Society

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: 10 Number of ADA Accessible Portable Toilets: 5

Equipment Setup: Date: 01/18/2021 Time: 6:30 a.m.

Equipment Pickup: Date: 01/18/2021 Time: 2:30 p.m.

Other information: No public attendance.

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 0

Performer/Band name and music type: NA

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:

Decorated floats and motor vehicles

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: HOW Foundation will cleanup after the event

Number of Trash Receptacles: 15

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: HOW Foundation, 918-252-5739

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Other entities: It was presented to our MLK Board members, and we will be emailing it to the past parade participants.

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: NA

For City of Tulsa Special Events Committee Use Only

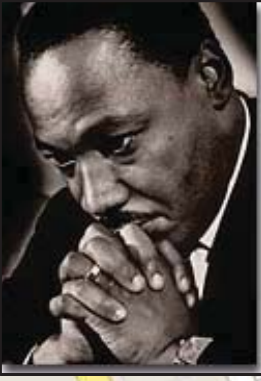
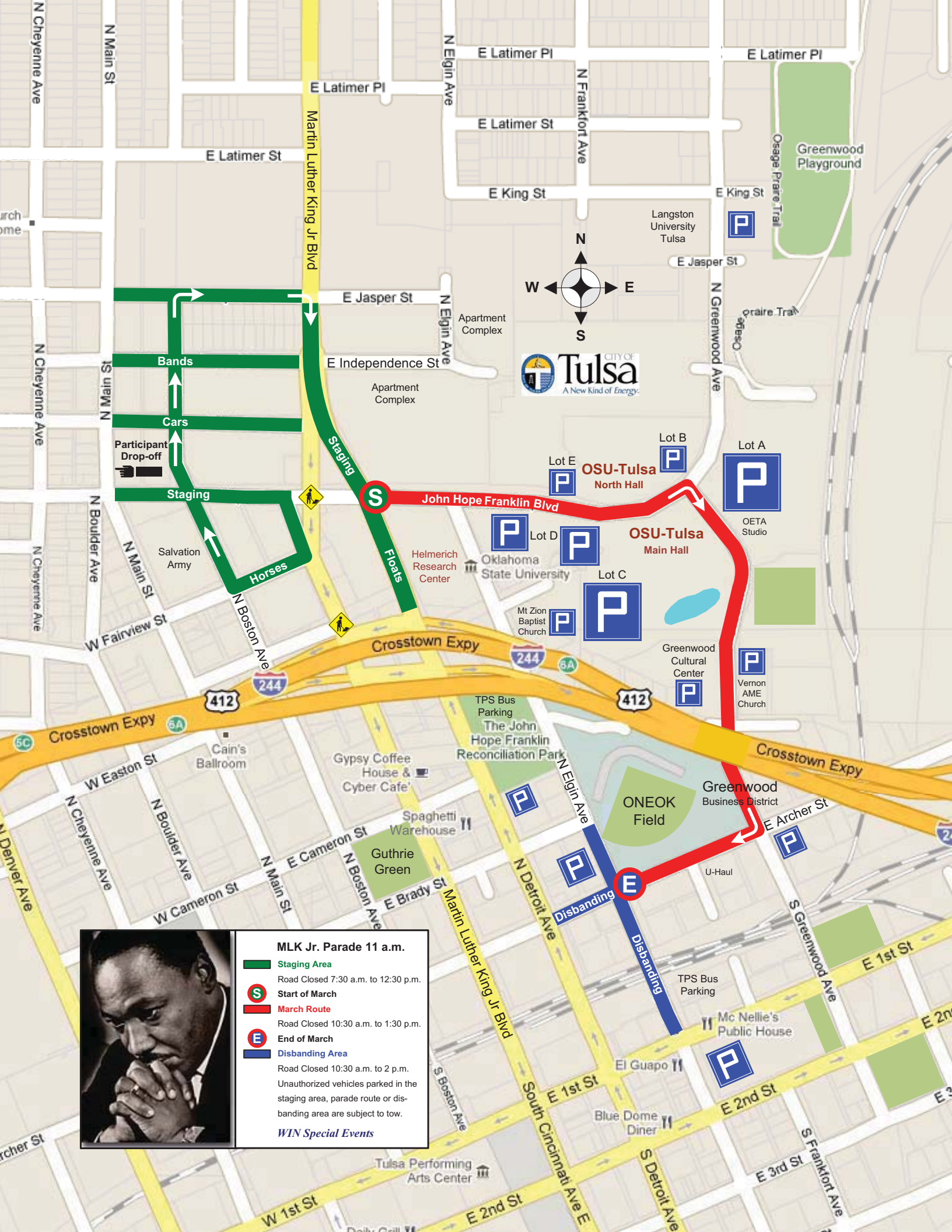
Date received: 10/14/2020 Date routed: 12/07/2020 Date for review: 12/16/2020

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 12/06/2020. Permit will not be issued until all requested/required documents are uploaded into the system portal.



MLK Jr. Parade 11 a.m.

- █ **Staging Area**
- Road Closed 7:30 a.m. to 12:30 p.m.
- S **Start of March**
- █ **March Route**
- Road Closed 10:30 a.m. to 1:30 p.m.
- E **End of March**
- █ **Disbanding Area**
- Road Closed 10:30 a.m. to 2 p.m.
- Unauthorized vehicles parked in the staging area, parade route or disbanding area are subject to tow.

WIN Special Events