



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: St Joseph Procession Date(s) of Event: May 1, 2021
Location Address: 122 W 8TH ST S Council District(s): 4
Event Description: Religious procession from front steps of Holy Family Cathedral, heading East on Ninth street, making a left on Boston Ave, heading toward 6th Boston (Centennial Green), then continuing on Sixth street heading back to Holy Family Cathedral. We will end in the back lot of Holy Family, around the corner from our starting point.

Event Category: Procession/March

Event Includes: Amplified Sound, Public Right of Way, Lane Closure, Sidewalk Closure, Private Property, Street Closure

Anticipated Attendance: Total: 100 Per Day: 100

Anticipated Participants: Total: 100 Per Day: 100

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Holy Family Cathedral Website: https://tulsacathedral.com/

Chief Officer of Host Organization: David Carvajal

Email and Phone: 918-582-6247

Applicant Name: David Carvajal

Email and Phone: frcarvajal@tulsacathedral.com 918-582-6247

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Greg Stice Mobile: 918-582-6247

Billing Contact: Holy Family Cathedral Phone: 918-582-6247

Billing Address: 122 W 8TH ST S Tulsa
Tulsa OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/01/2021 Time: 10 AM

Street Closure for Event Setup: Date: 05/01/2021 Time: 10 AM

Street(s) to be Closed for Event Setup: See Map

Event Start: Date: 05/01/2021 Time: 10:30

Street Closure for Event Start: Date: 05/01/2021 Time: 10 AM

Street(s) to be Closed for Event Start: 9th St between Boulder Ave and Boston Ave; Boston Ave between 6th St and 9th St; 6th St between Boulder Ave and Boston Ave; Boulder Ave between 6th St and 9th St

Run, Walk, Parade Start Time: 10:30 AM

Daily Event Hours: NA

Event End: Date: 05/01/2021 Time: 11:30 AM

Street Reopens after Event End: Date: 05/01/2021 Time: 11:30 AM

Event Teardown: Date: 05/01/2021 Time: Noon

Street Reopens after Event Teardown: Date: 05/01/2021 Time: Noon

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: 0 Provider and Phone: NA

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: Brian Pounds (918) 978-5868

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): Holy Family Cathedral

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: Music will be played on Holy Family Cathedral property after the procession

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: Fox and Dove, Folk Music

Sound Amplification: Yes

Start Time: 10:30 AM

Finish Time: Noon

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

Speakers with 2 microphones used throughout procession

Afterwards, band playing with acoustic instruments, two microphones and speakers

Sound checks conducted prior to the event: Yes

Start Time: 10 AM

Finish Time: 10:30 AM

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: Booklets will be distributed at church and collected afterwards

Number of Trash Receptacles: 1

Number of Dumpsters: 2

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:

Schools, 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: 03/12/2021 Date routed: 04/15/2021 Date for review: 04/28/2021

Special Events Committee Recommendation: _____

Yes No

Date routed to Mayor: _____

Mayor's Recommendation: _____

Yes No

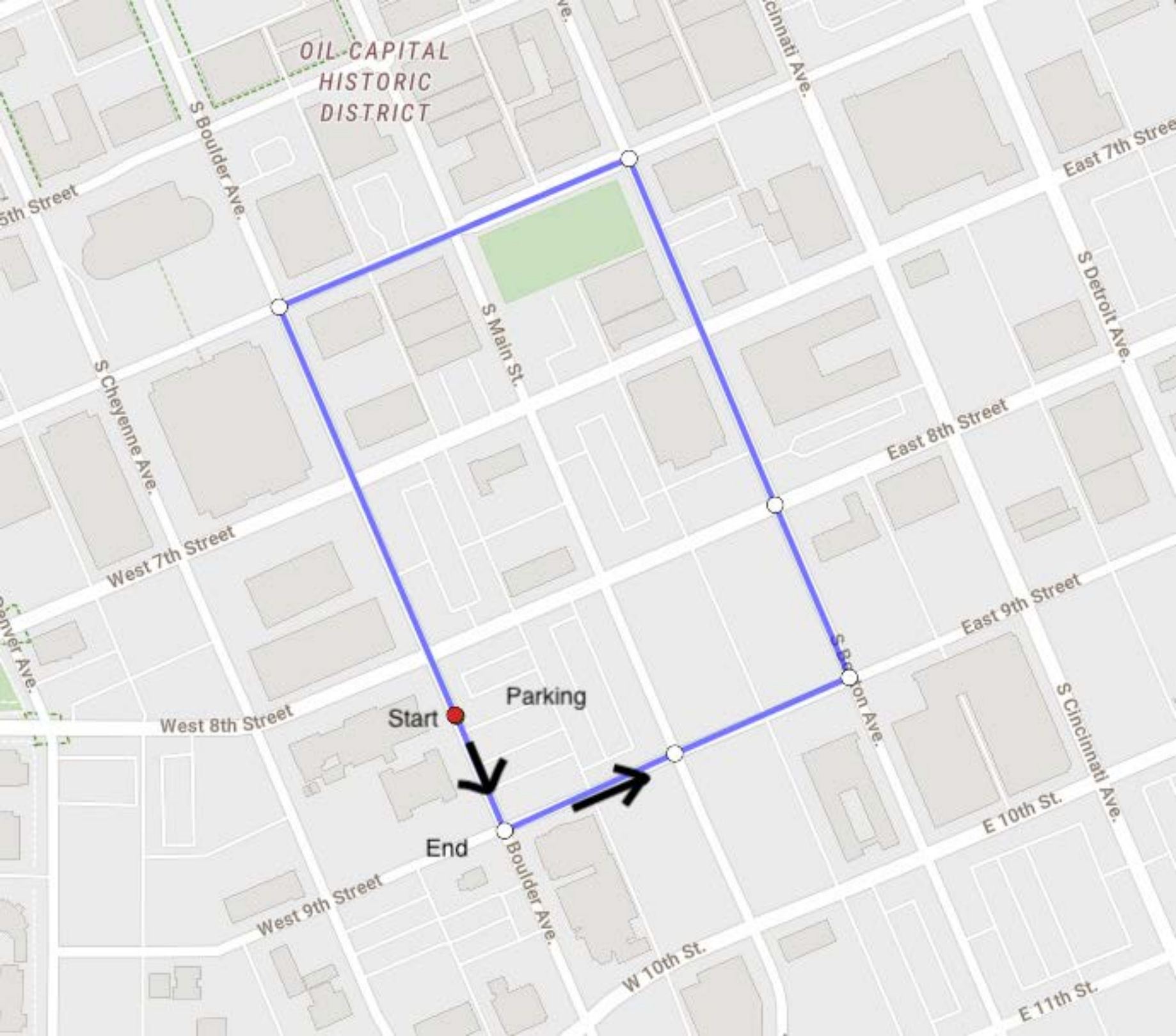
Date routed to Council: _____

City Council Approval: _____

Yes No

Date Permit Issued: _____

Comments: Form revised 04/15/2021. *A permit will not be issued until all requested/required documents are uploaded into the system portal.



OIL CAPITAL
HISTORIC
DISTRICT

Start

Parking

End

S Boulder Ave.

S Cheyenne Ave.

S Main St.

S Cincinnati Ave.

East 7th Street

S Detroit Ave.

East 8th Street

East 9th Street

West 8th Street

Parking

S Union Ave.

S Cincinnati Ave.

E 10th St.

West 9th Street

Boulder Ave.

W 10th St.

E 11th St.