



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Elote's Cinco De Mayo Street FestivalDate(s) of Event: May 5, 2022Location Address: 514 S BOSTON AVE ECouncil District(s): 4Event Description: Street Party/Street Festival**Event Category:** Festival/Celebration**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Sidewalk Closure, Street ClosureAnticipated Attendance: Total: 1000Per Day: 1000Anticipated Participants: Total: 0Per Day: 0

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Manchego LLC

Website: NA

Chief Officer of Host Organization: Libby BillingsEmail and Phone: libby@elotetulsa.com 918-582-1403Applicant Name: Elote Cafe and Catering - Brianna CarterEmail and Phone: billing@elotetulsa.com 918-582-1403

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Ashton GacsalMobile: 918-582-1403Billing Contact: Elote Cafe and CateringPhone: 918-582-1403Billing Address: 514 S Boston Ave
tulsa OK 74127

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/04/2022 Time: 0600 AM
Street Closure for Event Setup: Date: 05/04/2022 Time: 0600 AM
Street(s) to be Closed for Event Setup: Boston Ave from 5th to 6th St and 6th St between the alley East of Main St. and the alley West of Cincinnati Ave.

Event Start: Date: 05/05/2022 Time: Noon
Street Closure for Event Start: Date: 05/04/2022 Time: 0600 AM
Street(s) to be Closed for Event Start: Boston Ave from 5th to 6th St and 6th St between the alley East of Main St. and the alley West of Cincinnati Ave.

Run, Walk, Parade Start Time: N/A
Daily Event Hours: Noon to Midnight

Event End: Date: 05/05/2022 Time: Midnight
Street Reopens after Event End: Date: 05/06/2022 Time: 08:00 AM

Event Teardown: Date: 05/06/2022 Time: 06:00 AM
Street Reopens after Event Teardown: Date: 05/06/2022 Time: 08:00 AM

Secondary Permits Required

Beer Sales, Alcohol Sales: Wine Sales, High point beer sales, Alcohol Sales
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: (4) 10x10 Provider and Phone: Elote's own tents (918) 582-1403
Number of Inflatables: 0 Provider and Phone: N/A
Number of Amusement Rides: 0 Provider and Phone: N/A
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: N/A

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

Security and/or Police: Contact, Email and Phone: Midnight Run Security (918) 895-6779

Medical and/or First Aid Services: Contact, Email and Phone: N/A

Traffic Control Barricade Company: Contact, Email and Phone: Action Safety Supply (918) 234-8222

Equipment Setup: Date: 05/04/2022 Time: 10:00 AM Equipment Pickup: Date: 05/06/2022 Time: 10:00 AM

Crowd Management Fencing Company: Contact, Email and Phone: At Your Service (918) 272-0568

Equipment Setup: Date: 05/05/2022 Time: 8:00 AM Equipment Pickup: Date: 05/06/2022 Time: 08:00 AM

Parking Type: Parking Garage, Street, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): N/A

Name of Park and Location, if applicable: N/A

Drone: No

Portable Toilets: Provider and Phone: At Your Service (918) 272-0568

Total Number of Portable Toilets: 9 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 05/05/2022 Time: 08:00 AM

Equipment Pickup: Date: 05/06/2022 Time: 08:00 AM

Other information: N/A

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: Yes

Start Time: Noon

Finish Time: 10:00 PM

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

Speaker system used to announce

Sound checks conducted prior to the event: Yes

Start Time: 11:00 AM

Finish Time: Noon

Describe hot air balloons, fire lanterns or similar devices used at event:

N/A

Describe the use of any signs, banners, decorations, or special lighting used at event:

Banners, decor, lighting around bars and kids corner on the street

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Staff cleans the street after each days end and we will double the trash pickup.

Number of Trash Receptacles: 12

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: N/A

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Businesses (Req. letter of support/endorsement)

Affidavit 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 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

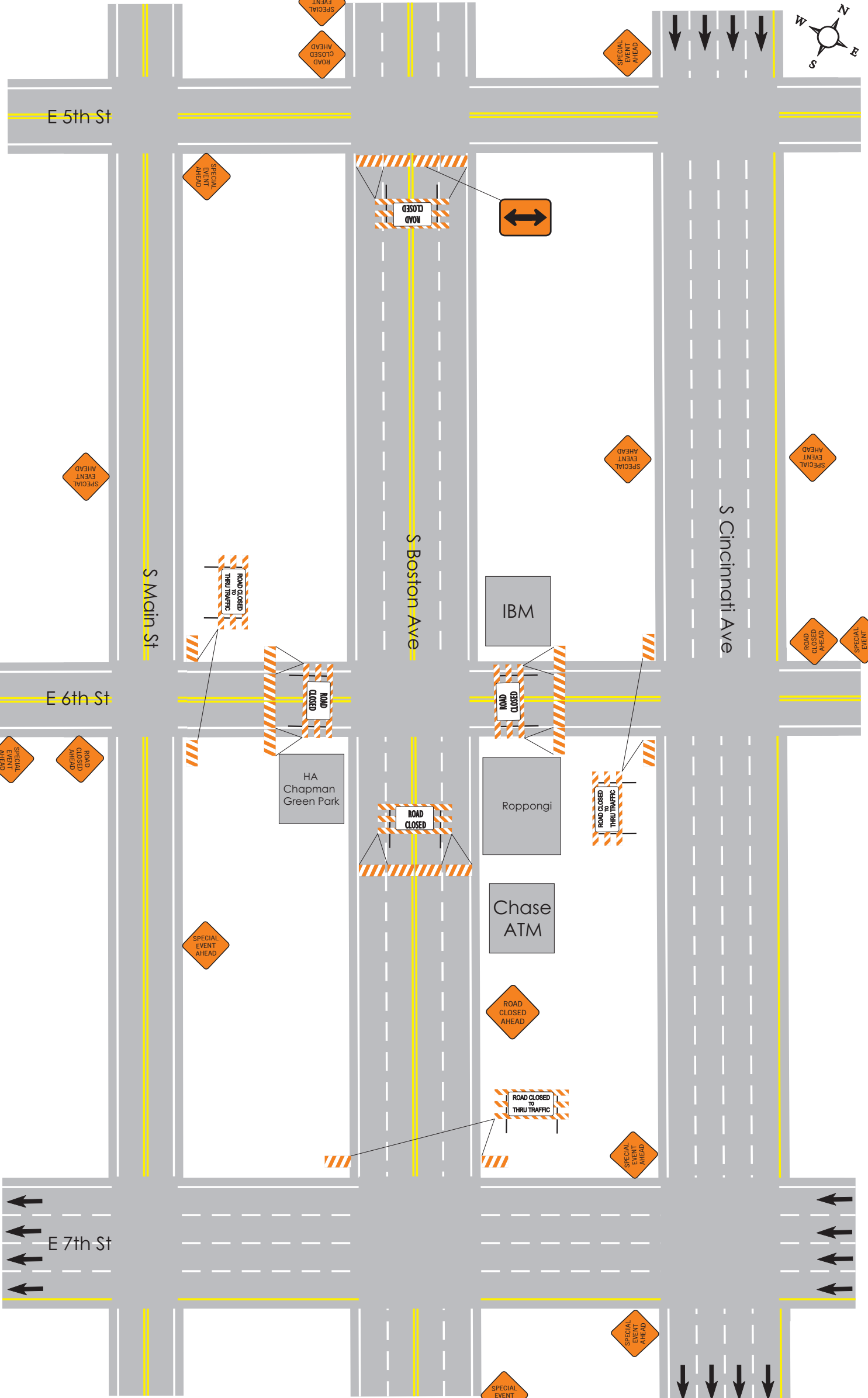
Date received: 03/09/2022 Date routed: 04/20/2022 Date for review: 04/27/2022

Special Events Committee Recommendation: *Email Review Yes No

Date routed to Mayor: 04/21/2022 Mayor's Recommendation: _____ Yes No

Date routed to Council: 04/21/2022 City Council Approval: _____ Yes No

Date Permit Issued: _____ Comments: TCP map uploaded 04/19/2022. Form revised
04/20/2022. *Next SEC meeting 04/27/2022.



E 5th St

E 6th St

E 7th St

S Main St

S Boston Ave

S Cincinnati Ave

IBM

Roppongi

Chase ATM

HA Chapman Green Park

Owner	ELOTE	
Project Name		Project Number
Prime Contractor	Action Safety Supply Co.	Traffic Control Contractor
Phase	Sheet Number	Date
Prepared By	05-04-2021	
CHRIS MOORE		