



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: 4th of July Bike Parade Date(s) of Event: July 4, 2022  
 Location Address: 5603 S NEW HAVEN AVE E Council District(s): 9  
 Event Description: July 4th community parade featuring children on bikes.

**Event Category:** Miscellaneous

**Event Includes:** Public Right of Way, 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**

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Host Organization: New Haven UMC (918) 743-6491 Website: <https://www.umc.org/>

Chief Officer of Host Organization: Rev. James Graham

Email and Phone: 918-743-6491

Applicant Name: New Haven UMC - Brittany Fox

Email and Phone: brit8519@yahoo.com 918-706-8239

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Brittany Fox Mobile: 918-706-8239

Billing Contact: New Haven UMC Phone: 918-743-6491

Billing Address: 5603 S New Haven AVE  
Tulsa OK 74135

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

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**Event Setup:** Date: 07/04/2022 Time: 9:00 am  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA - Staging on church property

**Event Start:** Date: 07/04/2022 Time: 10:00 am  
Street Closure for Event Start: Date: 07/04/2022 Time: 10:00 am  
Street(s) to be Closed for Event Start: See Route Map  
Run, Walk, Parade Start Time: 10:15 am  
Daily Event Hours: NA

**Event End:** Date: 07/04/2022 Time: Noon  
Street Reopens after Event End: Date: 07/04/2022 Time: 11:00 am  
**Event Teardown:** Date: 07/04/2022 Time: Noon  
Street Reopens after Event Teardown: Date: Time: NA

## ***Secondary Permits Required***

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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: 1  
Number of Tents/Canopies: 0 Provider and Phone: NA  
Number of Inflatables: 1 Provider and Phone: Bounce Pro Inflatables (918) 299-2141.  
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: TPD SPECIAL EVENTS UNIT (918) 586-6054/6067

Medical and/or First Aid Services: Contact, Email and Phone: EMSA ON STANDBY (918) 596-3055

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**

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Event Sponsor(s): New Haven United Methodist Church

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets:    Provider and Phone: NA

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

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: New Haven UMC Praise Band/ Christian Music

Sound Amplification: Yes

Start Time: 10:00 am

Finish Time: 12:00 pm

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

Amp

Sound checks conducted prior to the event: Yes

Start Time: 9:00 am

Finish Time: 9:45 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:

4th of July decor

**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: There will be a "clean up" committee designated to clean up the lawn and street.

Number of Trash Receptacles: 2

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Places of Worship

**Affidavit 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 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: 04/27/2022    Date routed: 06/27/2022    Date for review: 07/01/2022



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: Street closure revision 06/21/2022. Form  
revised 06/27/2022.

 **Date:** July 4, 2022 **Project:** 4th of July Bike Parade

**Comments:**  
Route Closure: 10 to 10:45 a.m.    
Event Hours: 10 a.m. to Noon  
Parade Starts: 10:15 a.m.  
COT assumes no liability for accuracy or validity

