



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Festival de Frida Date(s) of Event: August 20, 2022  
Location Address: 2160 S GARNETT RD E Council District(s): 6  
Event Description: For this event, we will feature pieces presented by live artists showing a different interpretation of Frida Kahlo's work while also celebrating different styles of Mexican art in a new and modernized way. With this we will shine a light on the Mexican talent in Tulsa through visual art, dancing, and music. The event will be held at Plaza Santa Cecilia (outdoor in the parking lot as well as an indoor event space) on August 20th, 2022 from 11 am - 4 pm. This is an event that will bring the work of Frida Kahlo to east Tulsa, building on the exhibit happening this summer at the Philbrook Museum. The event will include live murals by Latinx artists, activities for children, information/resource booths, food, dancing, and cultural performances.

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Live Entertainment, Food Sales, Private Property

Anticipated Attendance: Total: 1000 Per Day: 1000

Anticipated Participants: Total: 50 Per Day: 50

Number of Events for Monthly Event: NA

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

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Host Organization: East Tulsa Main Street Website: TBD  
Chief Officer of Host Organization: Luisa Krug  
Email and Phone: 828-467-8017  
Applicant Name: East Tulsa Main Street - Luisa Krug  
Email and Phone: easttulsamainstreet@gmail.com 828-467-8017  
Professional Event Organizer: NA  
Email and Phone:  
On-site Contact: Luisa Krug Mobile: 828-467-8017  
Billing Contact: East Tulsa Main Street Phone: 828-467-8017  
Billing Address: 4555 E 39TH ST S Tulsa  
Tulsa OK 74135

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

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**Event Setup:** Date: 08/20/2022 Time: 9:00 am  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA - Parking lot

**Event Start:** Date: 08/20/2022 Time: 11:00 am  
Street Closure for Event Start: Date: Time:  
Street(s) to be Closed for Event Start: NA - Parking lot  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 11 am - 4 pm

**Event End:** Date: 08/20/2022 Time: 4:00 pm  
Street Reopens after Event End: Date: Time:  
**Event Teardown:** Date: 08/20/2022 Time: 4:00 pm  
Street Reopens after Event Teardown: Date: Time:

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 3  
Number of Food Trucks: 3  
Food Cooked on-site: Yes Fuel(s) to be used: Electric  
Number of Item Vendors: 0 Number of Service Vendors: 0  
Number of Tents/Canopies: 1-20x40 Provider and Phone: Party Perfect (918) 258-7368  
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: Will contact TPD to have officers stop by

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: ADA parking available, 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): Arthouse Tulsa  
Tulsa Global District  
GKFF

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: No \_\_\_\_\_ Provider and Phone: Indoor restrooms at Plaza Santa Cecilia.

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: 0 Time: 0

Equipment Pickup: Date: 0 Time: 0

Other information: Using the food trucks that are already in the parking lot/inside the building as opposed to bringing in new trucks. Same with vendors, so there won't be any sales tax permits to upload.

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 0

Performer/Band name and music type: iPad

Sound Amplification: Yes

Start Time: 11:00 am

Finish Time: 4:00 pm

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

Speakers, two mics

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:

1 - 2 banners with festival name and sponsors

**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: All vendors will be required to remove their own trash. We will have 10 trash cans that will be emptied by volunteers throughout the day. Volunteers and staff will clean the area at the end of the event. Rental company will remove tent and other rental equipment.

Number of Trash Receptacles: 10

Number of Dumpsters: 1

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:

Residents, Businesses

**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: 06/28/2022    Date routed: 07/27/2022    Date for review: 08/03/2022

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: Site map received 07/27/2022. Form revised  
(changes) 07/27/2022.

