



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Gathering Place October Events Date(s) of Event: October 28 & 29, 2022  
 Location Address: 2650 S JOHN WILLIAMS WAY E Council District(s): 4  
 Event Description: The Great Halloween Hunt is a family friendly event. Scavenge your way through 66.5 acres to find more than 20 spooky fun, kid-friendly activities in themed realms throughout the park on October 28 and October 29 from 6 p.m. to 9 p.m.

**Event Category:** Street, Lane, or Sidewalk Closure

**Event Includes:** Public Right of Way, Lane Closure, Private Property

Anticipated Attendance: Total: 30000 Per Day: 15000

Anticipated Participants: Total: 30000 Per Day: 15000

Number of Events for Monthly Event: N/A

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

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Host Organization: Gathering Place - GGP Parks Website: <https://www.gatheringplace.org/>

Chief Officer of Host Organization: Julio Badin

Email and Phone: jbadin@gatheringplace.org 714-585-0858

Applicant Name: Gathering Place - Jimmy Cruz

Email and Phone: jcruz@gatheringplace.org 918-947-6221

Professional Event Organizer: N/A

Email and Phone:

On-site Contact: Jimmy Cruz Mobile: 407-761-4676

Billing Contact: Gathering Place Phone: 918-947-6221

Billing Address: 3048 South Boston Place  
Tulsa OK 74114

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

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**Event Setup:** Date: 10/28/2022 Time: 5:00 pm  
Street Closure for Event Setup: Date: 10/28/2022 Time: 5:00 pm  
Street(s) to be Closed for Event Setup: Southbound and Northbound turn lanes into Gathering Place parking lot (John Williams Way). Private property (GP Parking) will be controlled by internal GP staff.

**Event Start:** Date: 10/28/2022 Time: 6:00 pm  
Street Closure for Event Start: Date: 10/28/2022 Time: 6:00 pm  
Street(s) to be Closed for Event Start: Riverside Drive turn lane onto John Williams Way  
Run, Walk, Parade Start Time: N/A  
Daily Event Hours: 6 to 9 pm

**Event End:** Date: 10/29/2022 Time: 9:00 pm  
Street Reopens after Event End: Date: 10/29/2022 Time: 9:00 pm

**Event Teardown:** Date: 10/29/2022 Time: 9:00 pm  
Street Reopens after Event Teardown: Date: 10/29/2022 Time: 9:00 pm

## ***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: 0  
Number of Tents/Canopies: 0 Provider and Phone: N/A  
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**

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Security and/or Police: Contact, Email and Phone: TPD Special Events Unit, Jack Hoehner (918) 527-0025

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

Traffic Control Barricade Company: Contact, Email and Phone: N/A

Equipment Setup: Date:                      Time:                      Equipment Pickup: Date:                      Time:

Crowd Management Fencing Company: Contact, Email and Phone: N/A

Equipment Setup: Date:                      Time:                      Equipment Pickup: Date:                      Time:

Parking Type: Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: No service

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

## **Sponsor and Other Event Information**

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Event Sponsor(s): Gathering Place (GGP Parks), ONE Gas

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

Drone: No

Portable Toilets:    Provider and Phone: N/A

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

Equipment Setup: Date:                      Time:

Equipment Pickup: Date:                      Time:

Other information: N/A

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: No

Start Time:

Finish Time:

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

N/A

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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:

N/A

**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: Park Staff will perform normal cleaning duties

Number of Trash Receptacles: 0

Number of Dumpsters: 0

Number of Recycling Containers: 0

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

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: N/A

**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

**For City of Tulsa Special Events Committee Use Only**

Date received: 09/21/2022 Date routed: 10/17/2022 Date for review: 10/26/2022

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: Form revised 10/17/2022.

