



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: New Haven UMC July 4th Neighborhood Parade Date(s) of Event: July 4, 2023

Location Address: Start: 5600 S New Haven Ave Council District(s): 9
End: 5600 S Pittsburg Ave

Event Description: July 4th community parade featuring children on bikes, scooters, wagons, and strollers.

Event Category: Miscellaneous

Event Includes: Public Right of Way, Private Property, Street Closure, Live music and fellowship on the church lawn.

Anticipated Attendance: Total: 100 Per Day: 100

Anticipated Participants: Total: 100 Per Day: 100

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: New Haven United Methodist Church Website: https://www.umc.org/

Chief Officer of Host Organization: Marti Lowery

Email and Phone: 918-991-3579

Applicant Name: Brittany Fox

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

Professional Event Organizer:

Email and Phone:

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

Billing Contact: New Haven UMC Phone:

Billing Address: 5603 S New Haven AVE
Tulsa, OK 74135

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 07/04/2023 Time: 9:30 AM
Street Closure for Event Setup: Date: 07/04/2023 Time: 9:45 AM
Street(s) to be Closed for Event Setup: See TCP Map (using 2019 map)
Event Start: Date: 07/04/2023 Time: 10:00 am
Street Closure for Event Start: Date: 07/04/2023 Time: 9:45 AM
Street(s) to be Closed for Event Start: See TCP Map (Using 2019 map)
Run, Walk, Parade Start Time: 10:15 AM
Daily Event Hours: 10:00 AM-12:00 PM
Event End: Date: 07/04/2023 Time: 12:00 PM
Street Reopens after Event End: Date: 07/04/2023 Time: 10:30 AM
Event Teardown: Date: 07/04/2023 Time: 12:00 PM
Street Reopens after Event Teardown: Date: 07/04/2023 Time: 10:45 AM

Secondary Permits Required

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 & Sizes of Tents: 0 Provider and Phone: N/A
Number of Inflatables: Yes 1 Provider and Phone: BOUNCE PRO INFLATABLES (918) 299-2141
Number of Amusement Rides: No 0 Provider and Phone: NA
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: Yes Contact, Email and Phone: TPD Special Events Unit (918) 586-6054, Tulsa Police Reserve Officers

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA (918) 596-3055 will be on standby only. TFD (918) 596-1713 will be on-site.

Traffic Control Barricade Company: No Contact, Email and Phone: N/A

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

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

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

Parking Type: Paved Lot

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): New Haven United Methodist Church

Park: No Name of Park and Location: N/A

Drone: No

Portable Toilets: No Provider and Phone: N/A

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

Equipment Setup: Date: Time: N/A

Equipment Pickup: Date: Time: N/A

Other Event Information: Indoor bathrooms will be accessible.

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: New Haven UMC Praise Band

Sound Amplification: Yes

Start Time: 9:45 am

Finish Time: 12:00 pm

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

Amplifier

Sound checks conducted prior to the event: Yes

Start Time: 9:45 am

Finish Time: 10:00 am

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

N/A

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

N/A

Mitigation of Impact

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 picking up trash and cleaning the area.

Number of Trash Receptacles: 4

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Residents, Schools, Neighborhood Assn, Places of Worship

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 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: 02/24/2023 Date routed: 06/21/2023 Date for review: 06/28/2023
Special Events Committee Recommendation: Email Review Yes No *06/22/2023
Date routed to Mayor: 06/22/2023 Mayor's Recommendation: Yes No _____
Date routed to Council: 06/22/2023 City Council Approval: Yes No _____
Date Permit Issued: _____ Comments: *SEC meeting 06/28/2023. Mayor and City Council agendas 06/28/2023.



Date: July 4, 2019 **Project:** 4th of July Neighborhood Parade
Comments:
Road Closure: 56th St from 9:45 a.m. to Noon
Road Closure: New Haven Ave from 10:45 a.m. to Noon
Event Hours: 10 a.m. to Noon
Parade Starts: 10:15 a.m.
COT assumes no liability for accuracy or validity

