



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Hispanic Exposition FairDate(s) of Event: June 08, 2024Location Address: Start: 2160 S Garnett Rd  
End: 2160 S Garnett RdCouncil District(s): 6Event Description: The local small businesses and organizations will promote their services and products during the event.Event Category: Farmers/Outdoor MarketEvent Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Live Entertainment, Food Sales, Merchandise Sales, Private PropertyAnticipated Attendance: Total: 1000Per Day: 1000Anticipated Participants: Total: 40Per Day: 40Number of Events for Monthly Event: No

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

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Host Organization: The Uma Center IncWebsite: <https://umacentertulsa.org/>Chief Officer of Host Organization: Martha ZapataEmail and Phone: martha@umatulsa.orgApplicant Name: Olivia LandrumEmail and Phone: olivia@umatulsa.org 918-609-3092

Professional Event Organizer:

Email and Phone:

On-site Contact: Diana PenningtonMobile: 918-289-5304Billing Contact: Olivia LandrumPhone: 918-609-3092Billing Address: 13266 E 4TH PL S  
Tulsa, OK 74108

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

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**Event Setup:** Date: 06/08/2024 Time: 8:00 AM  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA - Parking Lot  
**Event Start:** Date: 06/08/2024 Time: 12:00 PM  
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: Noon - 6:00PM  
**Event End:** Date: 06/08/2024 Time: 6:00PM  
Street Reopens after Event End: Date: Time:  
**Event Teardown:** Date: 06/08/2024 Time: 6:00PM  
Street Reopens after Event Teardown: Date: Time:

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Alcohol (Spirits) Sales, Beer Sales  
Number of Food Vendors: 4  
Number of Food Trucks: 4  
Food Cooked on-site: Yes Fuel(s) to be used: Electric, Gas  
Number of Item Vendors: 10 Number of Service Vendors: 10  
Number & Sizes of Tents: 40 10X10, 1 40X40 Provider and Phone: Ultimate Party Rentals; info@ultimatepartyrents.com (918) 902-1248.  
Number of Inflatables: No 0 Provider and Phone: NA  
Number of Amusement Rides: No 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: Yes Contact, Email and Phone: Elliot Harris - Code3 Security, code3llc@yahoo.com (918) 559-9046

Medical and/or First Aid Services: No Contact, Email and Phone: NA

Traffic Control Barricade Company: No Contact, Email and Phone: NA

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Crowd Management Fencing Company: No Contact, Email and Phone: NA

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Parking Type: Unpaved Lot, 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): Uma Tulsa

Park: No Name of Park and Location: NA

Drone: No

Portable Toilets: Yes Provider and Phone: NA - Building on-site

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

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Other Event Information: See Site Map. There are two licensed establishments inside the building to sell alcohol.

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 3

Performer/Band name and music type: Sonora Real, Explosion Musical, and Juniors (DJ & Bands)

Sound Amplification: Yes

Start Time: 3:30pm

Finish Time: 10:00pm

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

DJ & Band Speakers

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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

NA

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

NA

**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: The organization team will clean up the space after the event

Number of Trash Receptacles: 6

Number of Dumpsters: 2

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

If not presented, please explain:

No Street Closure

**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 of 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: 04/30/2024    Date routed: 06/04/2024    Date for review: 06/06/2024

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: SEC meeting 06/06/2024

Application updated and site map provided 06/04/2024.

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