



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Tulsa Fire Museum Poker RunDate(s) of Event: June 7, 2025Location Address: Start: 2819 N New Haven Ave, Tulsa Fire  
Department Safety Training Center  
End: 1010 E 8th St, Tulsa Fire MuseumCouncil District(s): 1, 3, 4

Event Description: Fundraising event for the Tulsa Fire Museum - Non-profit 501c. The poker run may consist of motorcycles and passenger vehicles. We will start around registration at 0830 hrs. at the TFD Safety Training Center. Some motorcycles may travel in small groups but different routes may be taken and all participating vehicles will follow the "Rules of the Road" with no street closures or escorts. Motorcycles/vehicles will then travel to TFD Station 66: 14333 E 11th St. Next two stops are outside of the City of Tulsa. The final stop is at the Tulsa Fire Museum where we will have food, drinks, a small band and raffles/silent auction.

Event Category: MiscellaneousEvent Includes: Amplified Sound, Beer/Alcohol Sales, Live Entertainment, Food Sales, Merchandise Sales, Private PropertyAnticipated Attendance: Total: 100Per Day: 100Anticipated Participants: Total: 0Per Day: 0Number of Events for Monthly Event: No

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

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Host Organization: Tulsa Fire MuseumWebsite: <https://www.tulsafiremuseum.org/>Chief Officer of Host Organization: Amanda DunnEmail and Phone: [adunn@cityoftulsa.org](mailto:adunn@cityoftulsa.org) 918-619-6103Applicant Name: Amanda DunnEmail and Phone: [adunn@cityoftulsa.org](mailto:adunn@cityoftulsa.org) 918-619-6103

Professional Event Organizer:

Email and Phone:

On-site Contact: Amanda DunnMobile: 918-798-3844Billing Contact: Tulsa Fire MuseumPhone: 918-619-6103Billing Address: 1010 E 8TH ST S  
Tulsa, OK 74120

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

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<b>Event Setup:</b>	Date: <u>06/07/2025</u>	Time: <u>08:30am</u>
Street Closure for Event Setup:	Date:	Time:
Street(s) to be Closed for Event Setup:	<u>N/A</u>	
<b>Event Start:</b>	Date: <u>06/07/2025</u>	Time: <u>08:30am</u>
Street Closure for Event Start:	Date:	Time:
Street(s) to be Closed for Event Start:	<u>N/A</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>8:30am - 7:00pm</u>	
<b>Event End:</b>	Date: <u>06/07/2025</u>	Time: <u>7:00pm</u>
Street Reopens after Event End:	Date:	Time:
<b>Event Teardown:</b>	Date: <u>06/07/2025</u>	Time: <u>7:00pm</u>
Street Reopens after Event Teardown:	Date:	Time:

### ***Secondary Permits Required***

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Beer Sales, Alcohol Sales:	<u>Beer Sales</u>	
Number of Food Vendors:	<u>1</u>	
Number of Food Trucks:	<u>0</u>	
Food Cooked on-site:	<u>Yes</u>	Fuel(s) to be used: <u>Gas</u>
Number of Item Vendors:	<u>1</u>	Number of Service Vendors: <u>0</u>
Number & Sizes of Tents:	<u>0</u>	Provider and Phone: <u>N/A</u>
Number of Inflatables:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>No</u>	
Provider and Phone:	<u>N/A</u>	

### **Security, Medical, Traffic Control, Crowd Management and Parking Plans**

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Security and/or Police: No Contact, Email and Phone: N/A

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

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: Street, 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): Firehouse Towing

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:

Equipment Pickup: Date:                      Time:

Other Event Information: See Attachment.

## **Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Travis Kidd Trio / Rock and Country Soul

Sound Amplification: Yes

Start Time: 3:00pm

Finish Time: 6:00pm

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

Small speakers and amp equipment for 3 person band

Sound checks conducted prior to the event: Yes

Start Time: 2:30pm

Finish Time: 2:45pm

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**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Very little cleanup will be needed as we will be using indoors as well. Museum staff will ensure everything is picked up and nothing wanders into the street or neighboring properties.

Number of Trash Receptacles: 3

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

If not presented, please explain:

N/A - No Street Closures

## **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: 05/14/2025      Date routed: 05/23/2025      Date for review: 05/30/2025

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 05/21/2025.

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