



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: BooHaHaDate(s) of Event: Saturday, October 18, 2025Location Address: Start: 4500 S Peoria Ave  
End: 3300 S Peoria AveCouncil District(s): 9

Event Description: BooHaHa is Tulsa's largest and oldest family-friendly Halloween event along the Peoria corridor. We have vendors handing out candy and information, we have business owners handing out candy all along Peoria, we will have Kid's Zones with events and costume contests, and we will have a parade.

Event Category: ParadeEvent Includes: Amplified Sound, Public Right of Way, Private Property, Street ClosureAnticipated Attendance: Total: 12000Per Day: 12000Anticipated Participants: Total: 12000Per Day: 12000Number of Events for Monthly Event: No

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

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Host Organization: Brookside Business Association Website: https://brooksidetheplacetobe.com/Chief Officer of Host Organization: Tim Clark SrEmail and Phone: tclark@nordictulsa.com 918-742-8622Applicant Name: Matt MorganEmail and Phone: brooksidebusinesstulsa@gmail.com 918-409-0266

Professional Event Organizer:

Email and Phone:

On-site Contact: Matt MorganMobile: 918-409-0266Billing Contact: Brookside Business AssociationPhone: 918-409-0266Billing Address: 1307 E 38TH ST S  
Tulsa, OK 74105

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

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<b>Event Setup:</b>	Date: <u>10/18/2025</u>	Time: <u>7am</u>
Street Closure for Event Setup:	Date:	Time:
Street(s) to be Closed for Event Setup:	<u>Staging Area - See Map</u>	
<b>Event Start:</b>	Date: <u>10/18/2025</u>	Time: <u>9am-12pm</u>
Street Closure for Event Start:	Date: <u>10/18/2025</u>	Time: <u>10:30am</u>
Street(s) to be Closed for Event Start:	<u>Route - Peoria Ave from 45th Place to 33rd St - See Map</u> <u>Disbanding Area - See Map</u>	
Run, Walk, Parade Start Time:	<u>11am</u>	
Daily Event Hours:	<u>9am-12pm</u>	
<b>Event End:</b>	Date: <u>10/18/2025</u>	Time: <u>Noon</u>
Street Reopens after Event End:	Date: <u>10/18/2025</u>	Time: <u>12:15pm</u>
<b>Event Teardown:</b>	Date: <u>10/18/2025</u>	Time: <u>12:15pm</u>
Street Reopens after Event Teardown:	Date: <u>10/18/2025</u>	Time: <u>12:15pm</u>

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

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Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:	<u>0</u>	
Number of Food Trucks:	<u>0</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>20</u>	Number of Service Vendors: <u>20</u>
Number & Sizes of Tents:	<u>0</u>	Provider and Phone: <u>N/A</u>
Number of Inflatables:	<u>Yes</u> <u>5</u>	Provider and Phone: <u>Sunshine Party Jumps, 918-269-8163</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: Yes Contact, Email and Phone: TPD Special Events Unit, Jack Hoehner, 918-586-6054, jhoehner@cityoftulsa.org

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

Traffic Control Barricade Company: Yes 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, Parking not available

Transportation Service: No service

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

## **Sponsor and Other Event Information**

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Event Sponsor(s): Balance Barre Yoga  
TFCU  
Community Brookside  
Brookside Business Association  
TulsaGo

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

Drone: No

Portable Toilets: Yes Provider and Phone: Aim Right, 844-870-2100

Total Number of Portable Toilets: 13 Number of ADA Accessible Portable Toilets: 4

Equipment Setup: Date: 10/17/2025 Time: 5:00pm

Equipment Pickup: Date: 10/20/2025 Time: 5:00pm

Other Event Information: See Attachment.

## **Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: Varies

Performer/Band name and music type: See Parade List

Sound Amplification: Yes

Start Time: 8:30am

Finish Time: 12:00pm

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

Portable PA systems, Bullhorns

Sound checks conducted prior to the event: No

Start Time: N/A

Finish Time: N/A

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: Yes Describe:

Sandwich boards and banners

## **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: We will have members of our event staff clean up after the event. We will walk Peoria with trash bags to pick up any left behind items and garbage. We will also provide disposable trash receptacles that we will dispose of after the event ends.

Number of Trash Receptacles: 15

Number of Dumpsters: 5

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Residents, Neighborhood Assn, Business Assn, Businesses, Places of Worship

If not presented, please explain:

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 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: 07/01/2025      Date routed: 10/14/2025      Date for review: Email Review

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 10/22/2025. Application  
complete and map received 10/07/2025. Entered wrong category in EPL and overlooked in the system.

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