



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Arvest WinterfestDate(s) of Event: Monday, November 24, 2025 - Sunday, January 4, 2026Location Address: Start: 300 S Denver Ave
End: 300 S Frisco AveCouncil District(s): 4Event Description: Annual holiday festival and outdoor ice skating rink.Event Category: Festival/CelebrationEvent Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, No Parking Signage, Sidewalk Closure, Street ClosureAnticipated Attendance: Total: 100000Per Day: 3000Anticipated Participants: Total: 100000Per Day: 3000Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: BOK Center - OVG TulsaWebsite: www.bokcenter.comChief Officer of Host Organization: Keller TaylorEmail and Phone: keller.taylor@oakviewgroup.com 970-518-5131Applicant Name: Holly HarperEmail and Phone: holly.harper@oakviewgroup.com 918-404-0104

Professional Event Organizer:

Email and Phone:

On-site Contact: Holly HarperMobile: 918-404-0104Billing Contact: Oak View GroupPhone: 918-404-0104Billing Address: 200 S DENVER AVE W
Tulsa, OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/28/2025 Time: 8:00 AM
Street Closure for Event Setup: Date: 10/27/2025 Time: 5:00 PM
Street(s) to be Closed for Event Setup: 3rd St between Denver Ave and Frisco Ave
Event Start: Date: 11/24/2025 Time: 5:00 PM
Street Closure for Event Start: Date: 10/27/2025 Time: 5:00 PM
Street(s) to be Closed for Event Start: 3rd St between Denver Ave and Frisco Ave
Run, Walk, Parade Start Time: N/A
Daily Event Hours: See calendar
Event End: Date: 01/04/2026 Time: 10:00 PM
Street Reopens after Event End: Date: 01/20/2026 Time: 5:00 PM
Event Teardown: Date: 01/05/2026 Time: 8:00 AM
Street Reopens after Event Teardown: Date: 01/20/2026 Time: 5:00 PM

Secondary Permits Required

Beer Sales, Alcohol Sales: Wine Sales, Alcohol (Spirits) Sales, Beer Sales
Number of Food Vendors: 3
Number of Food Trucks: 3
Food Cooked on-site: Yes Fuel(s) to be used: Gas
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: Possible Provider and Phone: TBD
10x10s & 6
igloos approx.
12' diameter
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: N/A

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

Security and/or Police: Yes Contact, Email and Phone: BOK Center will provide security

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA will be inside during BOK Center concerts

Traffic Control Barricade Company: No Contact, Email and Phone: BOK Center will provide traffic control equipment

Equipment Setup: Date: 10/27/2025 Time: 5:00 PM Equipment Pickup: Date: 01/20/2026 Time: 5:00 PM

Crowd Management Fencing Company: No Contact, Email and Phone: BOK Center will provide fencing/bike racks

Equipment Setup: Date: 10/27/2025 Time: 5:00 PM Equipment Pickup: Date: 01/20/2026 Time: 5:00 PM

Parking Type: Parking Garage, Street

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): BOK Center

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

Drone: No

Portable Toilets: Yes Provider and Phone: At Your Service, 918-272-0568

Total Number of Portable Toilets: 6 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/27/2025 Time: 5:00 PM

Equipment Pickup: Date: 01/20/2026 Time: 5:00 PM

Other Event Information: See attachments

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: Varies

Performer/Band name and music type: Local performance groups (dance troupes, choral groups, soloists, etc.)

Sound Amplification: Yes

Start Time: TBD

Finish Time: TBD

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

Basic microphone and speakers set up

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:

Event signage, including a-frames and banners

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: BOK Center will clean the street after the event

Number of Trash Receptacles: 10

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Winterfest website and social media

If not presented, please explain:

N/A

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

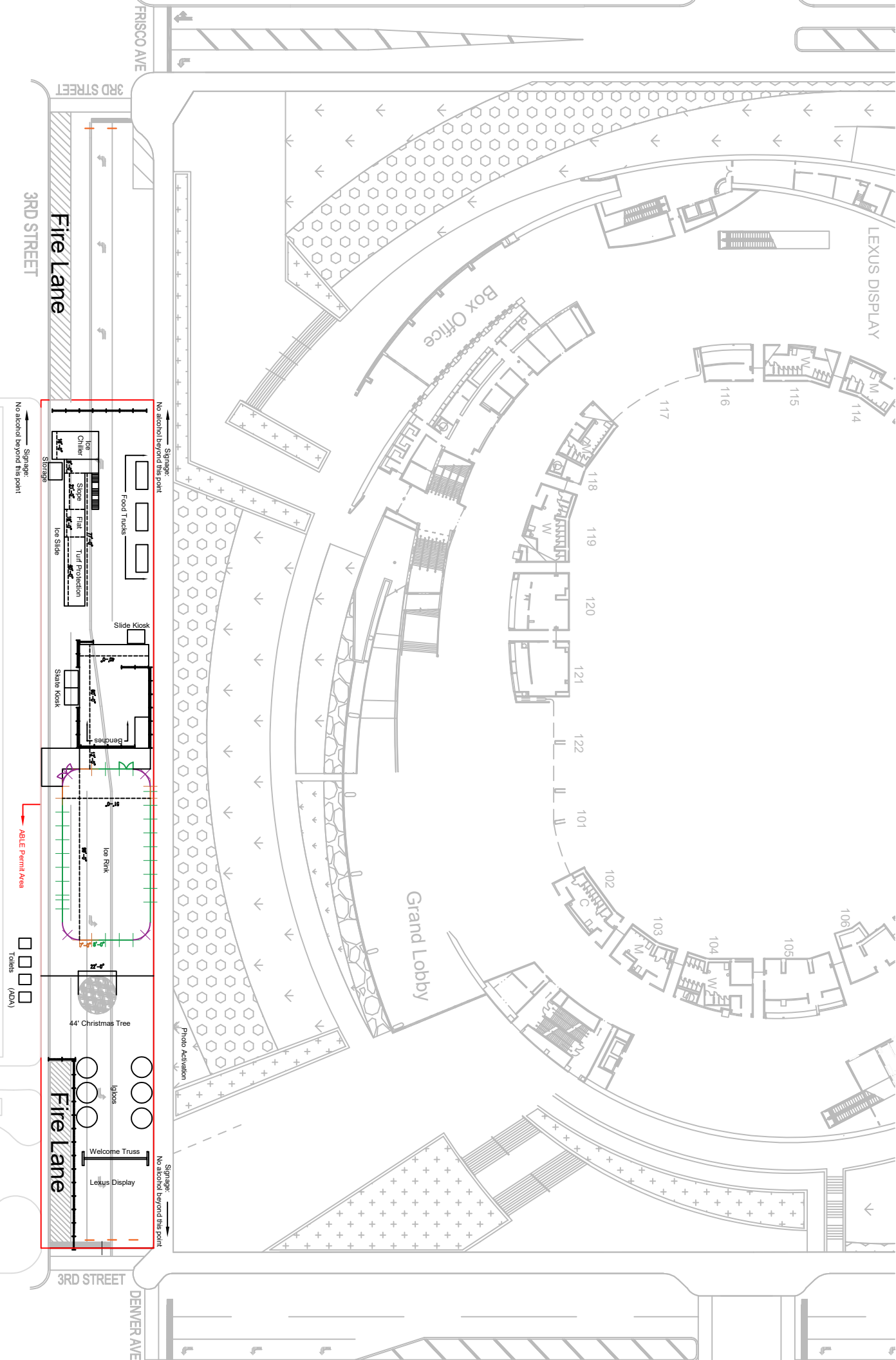
Date received: 09/02/2025 Date routed: 10/16/2025 Date for review: 10/22/2025

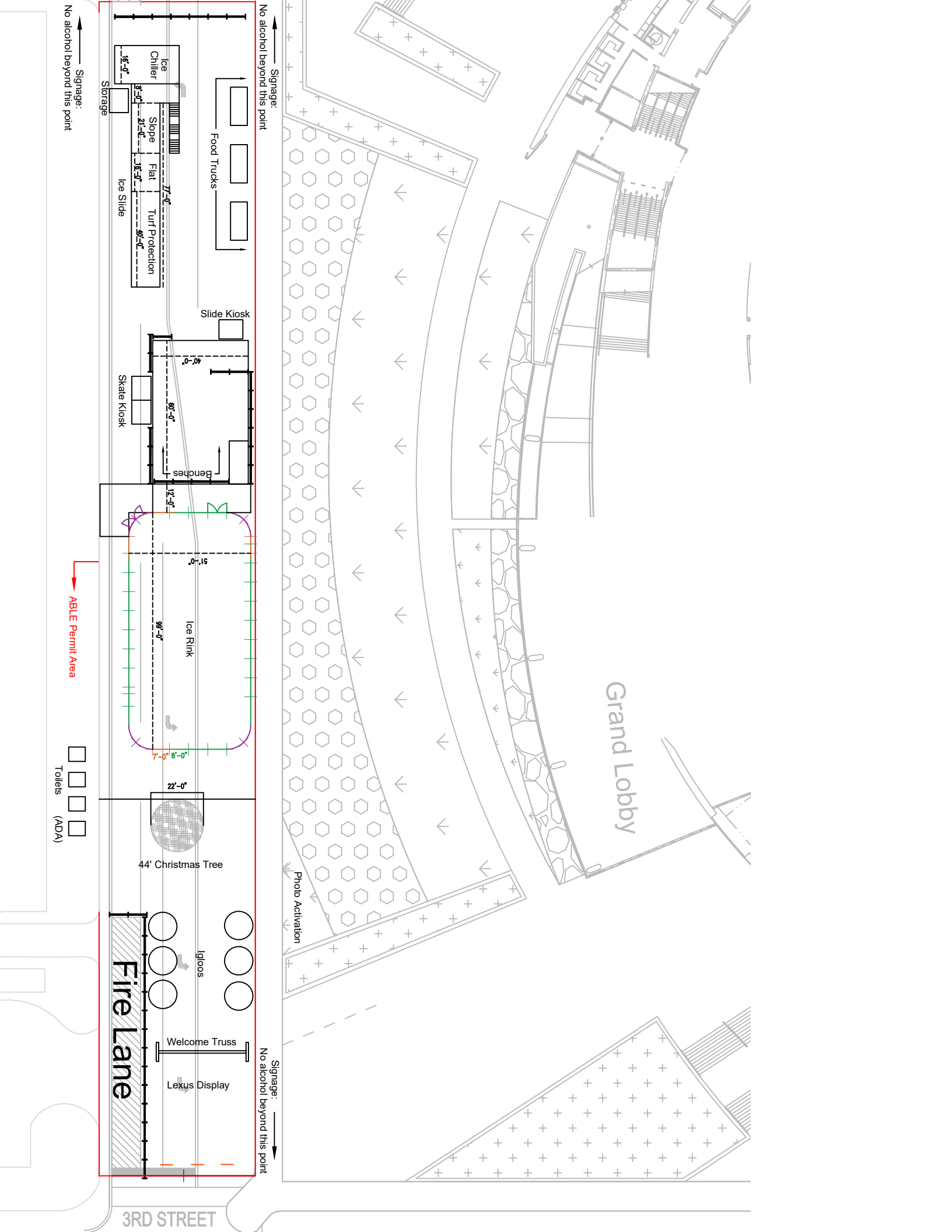
Special Events Committee Recommendation: _____ Yes ☐ No ☐ _____

Date routed to Mayor: _____ Mayor's Recommendation: Yes ☐ No ☐ _____

Date routed to Council: _____ City Council Approval: Yes ☐ No ☐ _____

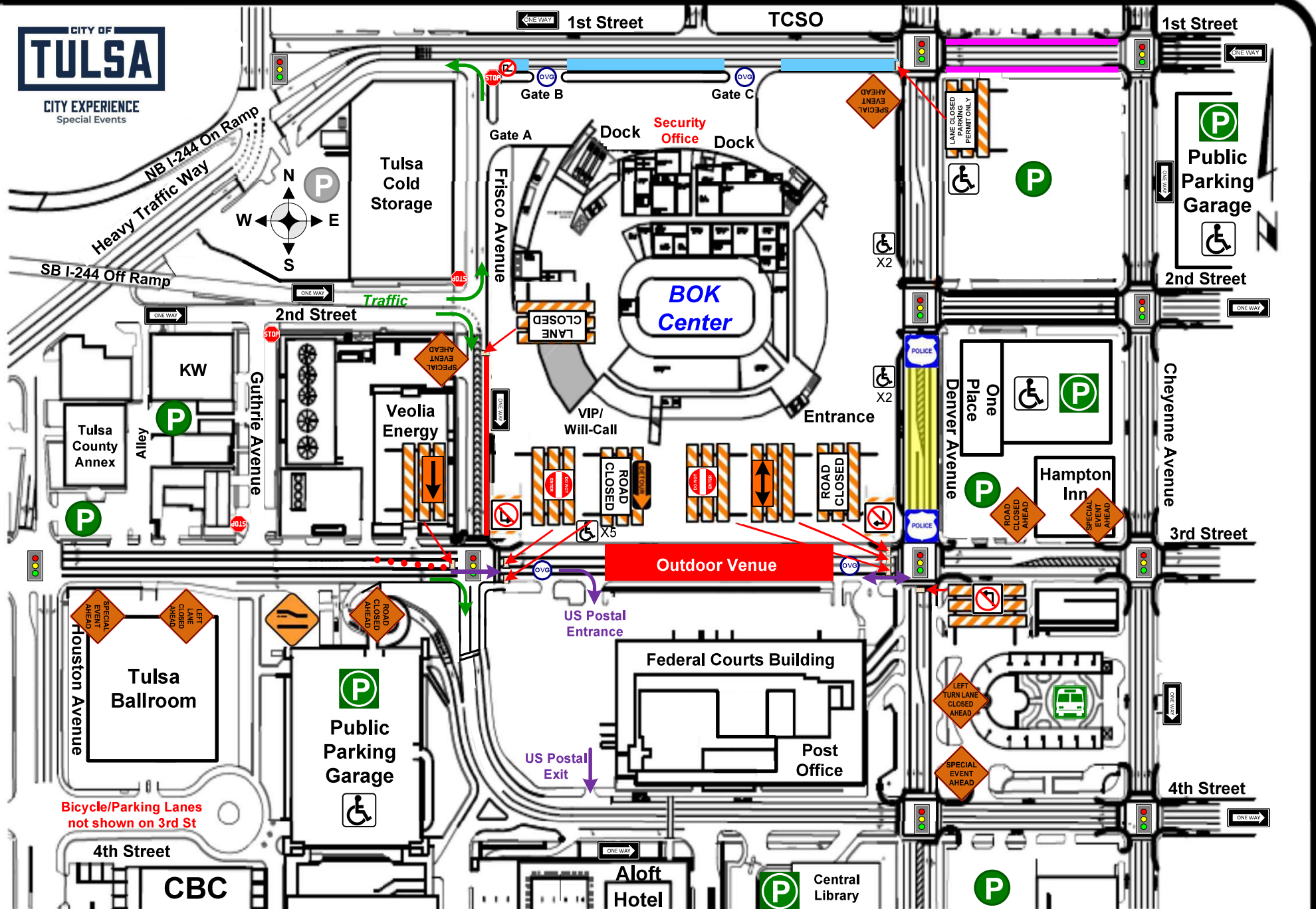
Date Permit Issued: _____ Comments: SEC meeting 10/22/2025. Mayor agenda
10/22/2025. City Council agenda 10/22/2025. Application revised 10/16/2025.







CITY EXPERIENCE
Special Events



Traffic Control generally during BOK Center large events (attendance 5,000+).
Visit www.bokcenter.com for schedule.



BOK Center Security

Parking Permit Only

Rideshare Lane Closure by Police

Outdoor Venue Road Closure

Road Closure before the Event Starts and after the Event Ends when 3rd Street is Closed for venue.





 N Curb Parking Lane Closure

 Outdoor Venue Road Closure

 Parking Permit Only

 Rideshare Lane Closure by Police

ARVEST

Winterfest

PRESENTED WITH

Ascension St. John

2025 - 2026

Season Calendar

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

	NOVEMBER24 5 PM - 10 PM Soft Open	25 5 PM - 10 PM Soft Open	26 5 PM - 10 PM Soft Open	27 CLOSED for Thanksgiving	28 5 PM - 11 PM OPENING DAY Share the Light	29 12 PM - 11 PM	
SUNDAY	30 12 PM - 10 PM	1 DECEMBER 5 PM - 10 PM Food Drive Monday	2 CLOSED for Private Rental	3 5 PM - 10 PM Warmth Wednesday Rock the Block Night TSO @ BOK	4 CLOSED for Private Rental	5 5 PM - 11 PM OILERS @ BOK	6 12 PM - 11 PM Community Stage
	7 12 PM - 10 PM OILERS @ BOK	8 5 PM - 10 PM Food Drive Monday	9 CLOSED for Private Rental	10 5 PM - 10 PM Warmth Wednesday BILLY STRINGS @ BOK	11 CLOSED for Private Rental OILERS @ BOK	12 5 PM - 11 PM OILERS @ BOK	13 12 PM - 11 PM Breakfast w/ Santa (ticketed event)
	14 12 PM - 10 PM OILERS @ BOK	15 5 PM - 10 PM Food Drive Monday	16 CLOSED for Private Rental	17 5 PM - 10 PM Warmth Wednesday	18 CLOSED for Private Rental	19 5 PM - 11 PM	20 12 PM - 11 PM Holiday Market
	21 12 PM - 10 PM OILERS @ BOK	22 12 PM - 10 PM (extended hours begin) Food Drive Monday	23 12 PM - 10 PM	24 12 PM - 5 PM (special hours for Christmas Eve)	25 5 PM - 10 PM (special hours for Christmas Day)	26 12 PM - 11 PM OILERS @ BOK	27 12 PM - 11 PM
	28 12 PM - 10 PM	29 12 PM - 10 PM Food Drive Monday TOURNAMENT OF CHAMPIONS @ BOK	30 12 PM - 10 PM TOURNAMENT OF CHAMPIONS @ BOK	31 12 PM - 10 PM Warmth Wednesday TOURNAMENT OF CHAMPIONS @ BOK	JANUARY1 12 PM - 10 PM	2 12 PM - 11 PM OILERS @ BOK	3 12 PM - 11 PM OILERS @ BOK
4 12 PM - 10 PM CLOSING DAY OILERS @ BOK	SPECIAL EVENTS SHARE THE LIGHT Our annual lights on celebration powered by PSO ROCK THE BLOCK NIGHT Join us for a skate before/after Trans-Siberian Orchestra COMMUNITY STAGE Community groups take the Winterfest stage HOLIDAY MARKET Local merchants onsite for last minute gift shopping WEEKENDS WITH SANTA POWERED BY COX November 29, 30, December 6, 7, 13, 14, 20, 21 from TIME TBD WINTERFEST EXPRESS EVERY SATURDAY FROM 12-3 PM BREAKFAST WITH SANTA (ticketed event) December 13th in BOK Center Grand Lobby at 9 AM						